



CITY OF LA PINE, OREGON

BUDGET COMMITTEE MEETING

Tuesday, May 13, 2025, at 5:30 PM

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

Available online via Zoom: <https://us02web.zoom.us/j/83082510343>

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

CONSENT AGENDA:

1. 05.07.2024 Budget Committee Minutes 3.
 - a. Supplemental Handout – La Pine High School Cheerleading 8.
 - b. Supplemental Handout – La Pine Park and Recreation 10.
 - c. Supplemental Handout – Newberry Regional Partnership 12.
2. 05.08.2024 Budget Committee Minutes 28.

OLD BUSINESS:

NEW BUSINESS:

1. Election of a Chairperson
2. Community Sponsorship Applicant Presentations
 - a. La Pine Visitor's Center – Annual Funding
 - b. Frontier Days – Annual Funding
 - c. American Legion – Ice Breaker Poker Run 31.
 - d. La Pine High School Cheer Team 34.
 - e. La Pine Band of Brothers – Community Events & Veteran Assistance 39.
 - f. La Pine High School – Hawk Mascot Costume Renewal 41.
 - g. La Pine Pickle Ball Club – Annual Tournament 46.
 - h. NJROTC – Spring Orientation Trip 49.
 - i. La Pine Park & Recreation – Music in the Pines & ADA Playground 52.
 - j. Newberry Regional Partnership 60.
 - k. La Pine Community Kitchen – New Facility 103.

- I. Habitat for Humanity 111.
- 3. Community Sponsorship Discussion

PRESENTATIONS:

- 1. Budget Message..... 124.
- 2. FY 2025-26 Budget Review 116-199.

PUBLIC HEARING:

None

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

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

BUDGET COMMITTEE COMMENTS

ADJOURNMENT

EXECUTIVE SESSION

None.



CITY OF LA PINE, OREGON

BUDGET COMMITTEE MEETING

Tuesday, May 7, 2024, at 5:30 PM

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

Available online via Zoom: <https://us02web.zoom.us/j/85909008350>

MINUTES

CALL TO ORDER

Daniel Richer called the meeting to order at 5:35 p.m.

ESTABLISH A QUORUM

Committee

Daniel Richer

Cathi Van Damme

Michael Shields

Karen Morse

Via Zoom

Courtney Ignazzitto

Staff

Geoff Wullschlager – City Manager

Ashley Ivans – Finance Director/ Budget Officer

Amanda Metcalf – Amanda Metcalf

PLEDGE OF ALLEGIANCE

Daniel Richer led the Pledge of Allegiance.

OLD BUSINESS:

None

NEW BUSINESS:

1. Election of a Chairperson

Cathi Van Damme nominated Karen Morse. Karen Morse will not be available for tomorrow's meeting and declined the nomination.

Daniel Richer made a motion to elect Cathi Van Damme as Chairperson of the Budget Committee. *Mike Shields seconded the motion.* Motion passed unanimously.

2. Community Sponsorship Applicant Presentations

Budget Officer Ivans explained to the Budget Committee that throughout the year, when individuals or organizations requested any type of funding from the City, staff directed them to complete a Sponsorship Request Form and present their request to the Budget Committee. This process accounts for the increase in funding requests compared to the previous year.

- a. La Pine Visitor's Center – Annual Funding
- b. Frontier Days – Annual Funding

Budget Officer Ivans informed the Committee that representatives from the Visitor's Center and Frontier Days were not present. However, she noted that she is available to answer any questions the Committee may have regarding their annual funding.

The Committee had no comments or questions.

- c. La Pine Fire District – AED's

Chief Holsey of the La Pine Fire District presented a request to the Committee for \$8,620.00 to purchase AED units for the District's mobile units, in addition to those already in their ambulances. He emphasized the importance of ensuring access to life-saving equipment for both firefighters and community members.

The Committee had no comments or questions.

- d. American Legion – Ice Breaker Poker Run

Amanda Carlson, representing the American Legion, presented a request to the Committee for \$1,500.00 to help fund their annual Ice Breaker Charity Event. She explained that the funds raised from the event support disabled veterans, children within the community, and the VA Hospital.

The Committee had no comments or questions.

- e. La Pine Senior Center – Rhubarb Festival

Jamie Donahue, representing the La Pine Senior/Activity Center, presented a request to the Committee for \$2,500.00 to support the annual Rhubarb Festival. She explained that the festival is a major fundraising event for their non-profit organization.

Ms. Donahue responded to questions regarding sponsorships the organization has received from other entities.

- f. La Pine Parks & Rec – Music in the Pines

Teri Myers, representing La Pine Park & Recreation, presented a request to the Committee for \$5,000.00 to support the annual Music in the Pines event. She explained that the additional funds would enhance advertising efforts to reach audiences on the west side of the Cascades. Additionally, the event requires improvements to its sound system.

Ms. Myers submitted to the Committee an update on the stage remodel that the City sponsored last year.

The Committee had no comments or questions.

g. La Pine High School Cheer Team

Mary Oldham, Head Coach of the La Pine High School Cheer Team, presented a request to the Committee for \$6,300.00 to help fund the upcoming cheer camp. She explained that La Pine High School charges cheerleaders only a portion of what other schools typically charge athletes, making participation more accessible to all students. Additionally, the team is responsible for fundraising all their activities, including cheer camp, competitions, and travel expenses.

Ms. Oldham submitted to the Committee a letter of support from Taylor Shapiro, a coach at Top Gun All-Stars.

The Committee had no comments or questions.

h. Newberry Regional Partnership

Julia Baumgartner, representing the Newberry Regional Partnership, presented a request to the Committee for \$10,000.00. She explained that the Partnership is currently in the process of obtaining its 501(c)(3) status. The Partnership was formed to provide a space for community members living outside of city limits to come together, share ideas, and develop solutions to address the needs of a changing and growing community. Ms. Baumgartner also listed other organizations that provide funding support to the Newberry Regional Partnership.

Kathy DeBone, a member of the Newberry Regional Partnership, submitted a booklet to the Committee as an example of the type of resource the Partnership would like to provide for South Deschutes County.

The Committee had no comments or questions.

i. Habitat for Humanity

Becca Tatum, representing Habitat for Humanity, presented a request to the Committee for \$9,000.00, which would provide \$3,000.00 for each of three homes on Putney Place. The sponsorship will support the construction of affordable housing within the city limits. Specifically, the funds will be used for insulation and HVAC systems, both of which will help reduce long-term utility costs for families by increasing energy efficiency.

Ms. Tatum also described how Habitat for Humanity conducts its other fundraising events. She answered questions from the Committee regarding additional funding sources, including the sweat equity contributed by future homeowners who help build their own homes.

3. Community Sponsorship Discussion

The Committee discussed all the applications and approved the following requests.

Annual funding of Frontier Days – \$10,000.00.

Annual funding of the La Pine Visitor's Center – \$74,800.00

La Pine Fire District – \$8,620.00

American Legion – \$1,500.00

La Pine Activity Center – \$2,500.00

La Pine Parks and Recreation Department – \$5,000.00

La Pine High School Cheer Team – \$6,300.00

Newberry Regional Partnership – \$10,000.00

Habitat for Humanity – \$9,000.00

Recipients will need to request the approved funds from the City when they are needed.

PRESENTATIONS:**1. Budget Message**

Budget Officer Ivans reviewed each fund and outlined the changes from the previous year, including adjustments to water and wastewater rates, Community Development fee changes, and the addition of new staff positions.

She emphasized the need for a rate study in Community Development to ensure the City's rates remain fair and effective. Additionally, she highlighted changes in expenses, particularly in Capital Outlay, due to the completion of the Water and Wastewater Project in FY 2024–25.

While there was discussion on the information presented, the Committee had no questions or proposed changes.

2. FY 2024-25 Budget Review

There was a discussion regarding the community sponsorship presentations and potential future applicants to the Budget Committee. The Committee suggested implementing a funding limit for next year's sponsorship applicants to ensure equitable distribution of City funds.

Lastly, Budget Officer Ivans provided the schedule for the next Budget Committee and City Council meetings.

PUBLIC HEARING:

None.

ADDED AGENDA ITEMS

None.

PUBLIC COMMENTS

None.

STAFF COMMENTS

City Manager Wullschlager had no comments.

Budget Officer Ivans had no comments.

City Recorder Metcalf had no comments.

BUDGET COMMITTEE COMMENTS

Daniel Richer had no comments.

Chair Van Damme had no comments.

Michael Shields had no comments.

Karen Morse had no comments.

Courtney Ignazzitto had no comments.

ADJOURNMENT

Chair Van Damme adjourned the meeting at 7:58

p.m. EXECUTIVE SESSION

None.

Date:

,Chairperson

ATTEST:

Date:

Amanda Metcalf, City Recorder

Dear Community of LaPine,

I am writing in support of LaPine High School Cheer and their trip to Lewis and Clark University to attend Dream Camps this coming July. As someone who is passionate about cheerleading and what Dream Camps brings to teams like La Pine High School, this trip has the potential to make a real impact in these young girls' lives.

Last year marked a significant milestone for the La Pine High School cheerleading team, as it was their first year participating in the prestigious cheerleading camp. They were filled with pride as the team was honored with the title of "Camp Favorite." This accolade not only validated the dedication and perseverance of this team but also reinforced their belief in themselves. Their success at the camp, was an amazing bonding experience for our team, bringing them together in pursuit of a shared goal and showcasing their capabilities to each other and themselves.

This camp, recognized as one of the most prestigious and elite in the region, offers unparalleled opportunities for growth and learning. The coaching and training provided by the camp instructors are at the pinnacle of excellence, offering our team a chance to learn from the best in the industry. The guidance and mentorship from these esteemed coaches are invaluable, providing unparalleled insight, expertise, and motivation to help us push our boundaries and elevate our skills to the next level. As a result, participating in this camp has significantly contributed to the development of our team's abilities, spirit, and camaraderie.

The experience of working with dedicated individuals and engaging with like-minded peers at this esteemed camp has been incredibly rewarding. Every year, this camp brings together a diverse group of passionate, aspiring cheerleaders and supportive individuals who are committed to the growth and success of their teams. The collaborative environment fosters a sense of community and respect, reinforcing the values of teamwork, leadership, and perseverance in all participants. This camp has truly become a place where lasting memories are made, skills are honed, and friendships are cemented. As we prepare for this year's camp, we are eager to continue

to draw inspiration from the amazing experiences we had last year and build upon the strong foundation laid with your support.

I strongly believe that if the La Pine community is willing to fund these young women, our future women of the world, that would be something that they would remember for the rest of their lives. As a coach and leader in my community, it is my job to give our young people every opportunity to be successful, and I hope you want you would want to do that as well.

With all my love and support,

Taylor Shapiro

Coach at Top Gun All-Stars

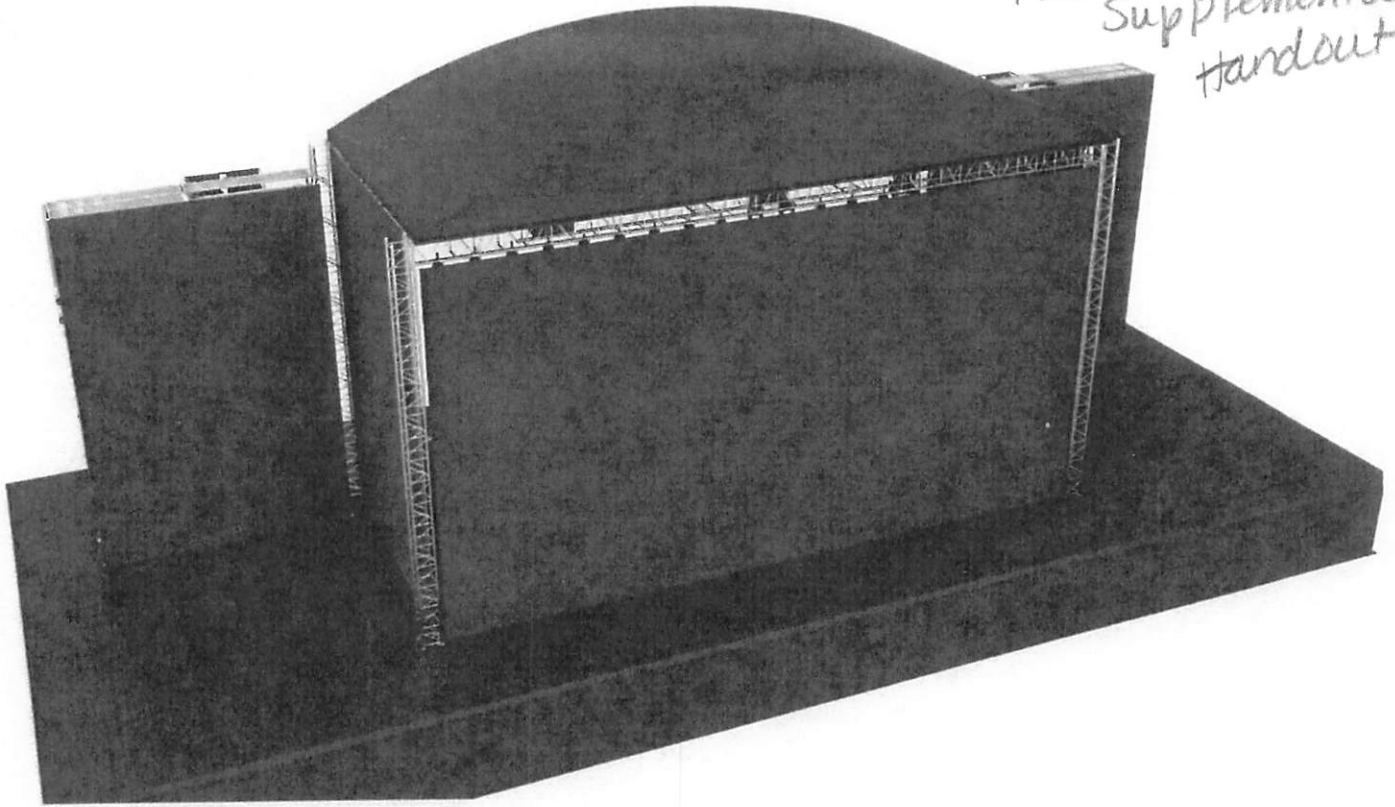
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taylor@topgunjags.com

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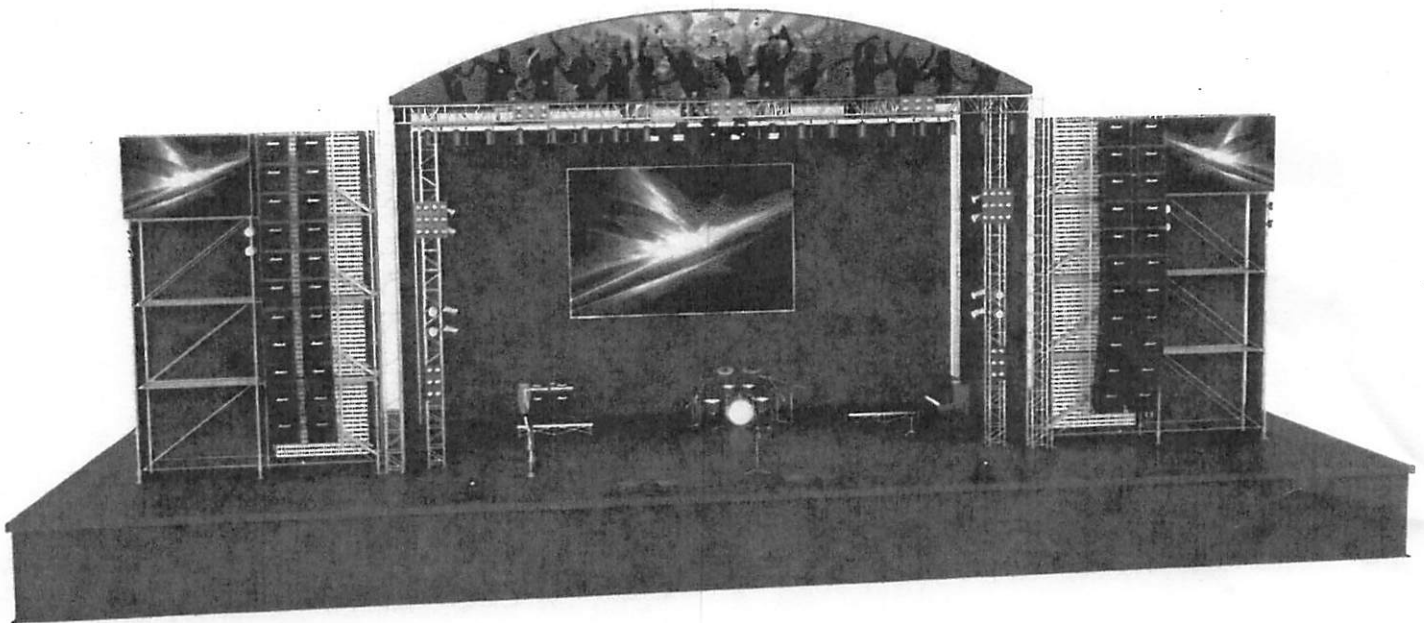
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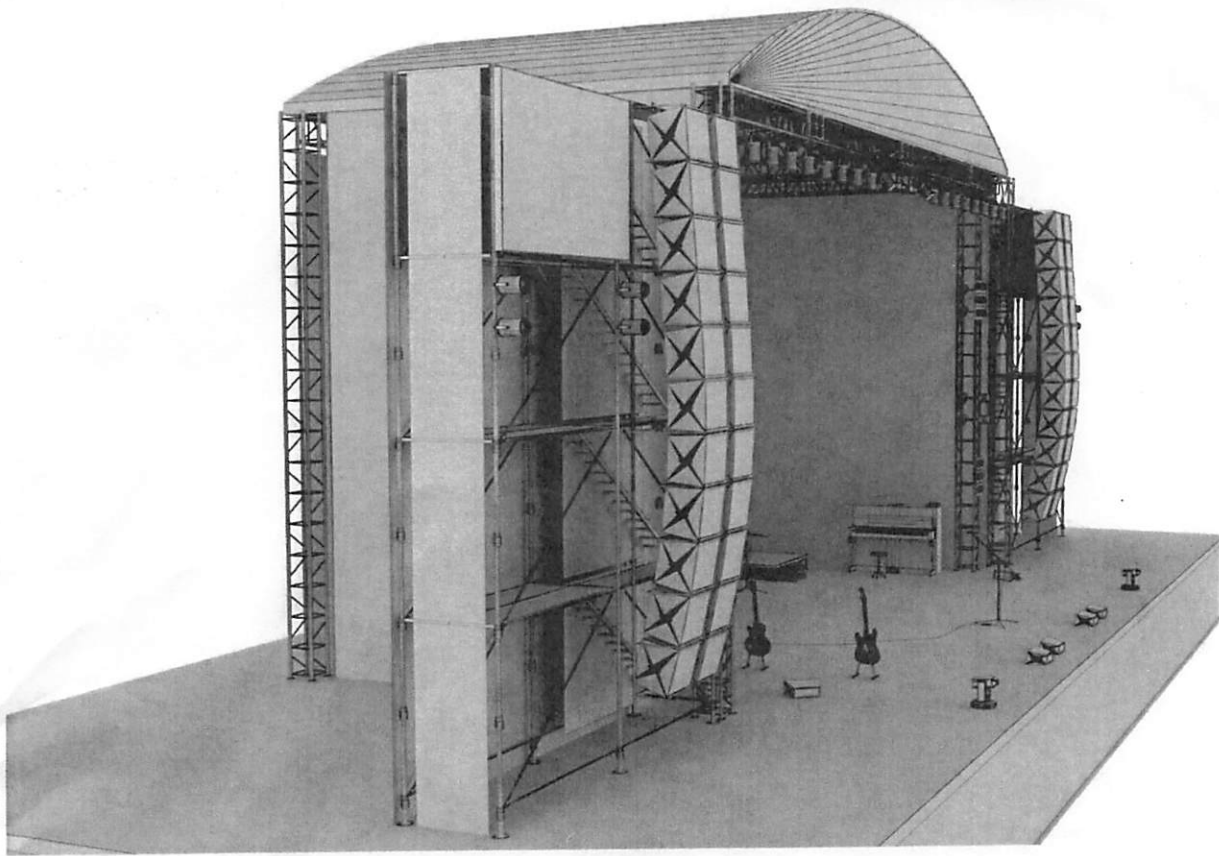
La Pine Parks +
Rec Supplemental
Handout



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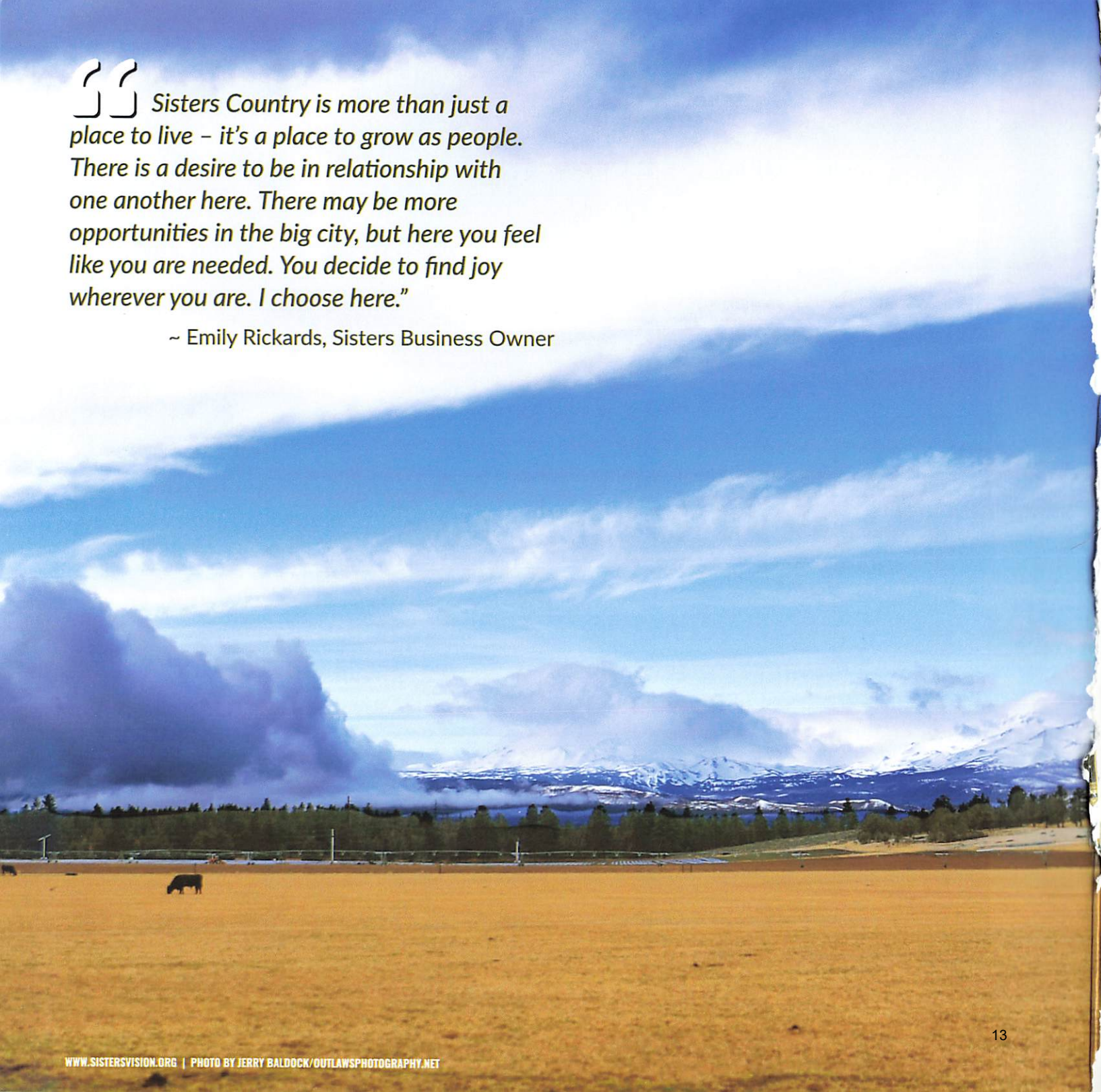






“ Sisters Country is more than just a place to live – it’s a place to grow as people. There is a desire to be in relationship with one another here. There may be more opportunities in the big city, but here you feel like you are needed. You decide to find joy wherever you are. I choose here.”

~ Emily Rickards, Sisters Business Owner





SISTERS COUNTRY'S NEW HORIZONS

BECOME PART OF OUR VISION!

A Place to Love. Sisters Country is a stunningly beautiful part of Deschutes County, Oregon. To declare this landscape is loved is an understatement. From native peoples and early settlers, to loggers and mill workers, to today's ranches, farms and diverse communities, anyone who's ever called this place home knows this about Sisters Country: It shapes your life and becomes who you are.

Sisters Country is Growing and Changing. At the same time, this land of big views and small town charm is no longer Oregon's best-kept secret. Our population is growing, bringing jobs and business opportunities, as well as new development, visitors and traffic. Growth can challenge our environment, our sense of place, our traditions and community spirit, but such values are our constants as we look to a changing future.

We're Planning for Our Future. We're taking a proactive approach in planning ahead. In 2018, the City of Sisters, in partnership with Deschutes County and Central Oregon Intergovernmental Council, sponsored *Sisters Country Horizons*, a community conversation about the future of this place we call home. We engaged nearly 2,000 participants, garnering tens of thousands of individual comments and bold ideas for our community.

One Vision, 20 Strategies, Unlimited Possibilities. Today, we have a vision for our future, a plan to get there, and a new name – *Sisters Country Vision*. The Vision Action Plan, developed by citizens is a catalogue of possibilities, with 20 key strategies to be carried out by local government, public agencies, businesses, nonprofits and other partners over the next five-to-ten years. As a 'living' plan, it will inform future decisions and help move us in the direction of our vision.

An Invitation to Become Part of Our Vision.

Achieving the Sisters Country Vision is one of the most important things we will ever do. With the help of a new Vision Implementation Team, we are shaping change to our advantage, helping keep Sisters Country the special place it is for generations to come. We invite you to join us. Visit *Sisters Country Vision* on the web, download the full action plan, watch for news about this project, roll up your sleeves, and become part of our vision!



OUR VISION FOR SISTERS COUNTRY

A LEGACY FOR GENERATIONS TO COME

Our Vision for Sisters Country is the overarching aspiration for this place we call home. Incorporating input from participants across the community, it reflects the ideas and words of Sisters Country residents themselves – and their intentions for a more prosperous, livable, resilient and connected community.

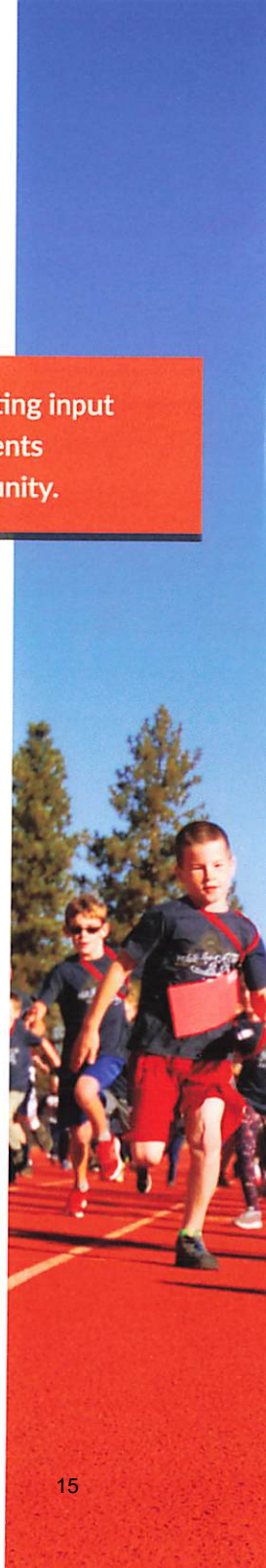
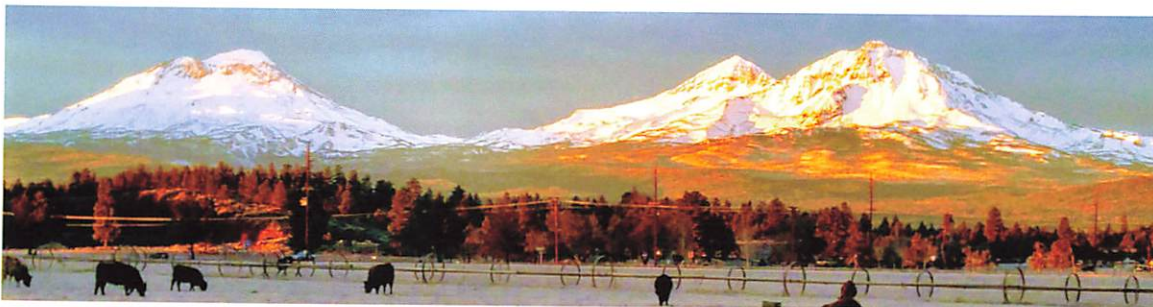
SISTERS COUNTRY proudly stands at a pivotal moment in its history – with a past we choose to honor, a present we seek to improve, and a future we aspire to create that is uniquely and positively our own.

We honor and strive to maintain our spectacular natural environment, our small town feel, the experience of caring and belonging, our outstanding schools, and our Western identity.

We actively seek to improve our community's quality of life, economic opportunity and affordability for all residents, and the facilities, programs and services that enrich and sustain our lives.

We aspire to create a prosperous economy rooted in arts and craft, recreation, entrepreneurship and innovation, a livable city and region that remain welcoming even as we grow, resilient people better prepared for a challenging world, and a connected community that works together for the common good.

OUR VISION is to seize this moment, choose our preferred future, and create an enduring legacy for generations to come.



“ *This is our moment – our time in the sun. We have benefitted from the great people who came before us. We have pride of place and livability, a connected community, and engaged citizens. Now, how do we build on this? How do we manifest a legacy for future generations?*”

~ Jack McGowan, Community Activist



“ *Sisters Country is an Inspiration Destination – a place to think, create, and innovate. With pioneering economic development strategies, we can create a prosperous Sisters with initiatives that support a diverse and resilient local economy, encouraging entrepreneurship and advocating for the next generation while respecting our community’s shared values and vision.*”

~ Caprielle Foote-Lewis, EDCO-Sisters Area





PROSPEROUS SISTERS

Our vision: A prosperous economy rooted in arts and craft, recreation, entrepreneurship and innovation.

This focus area is about creating a Sisters Country that is prosperous for all its residents. It covers such topics as jobs, small business, economic development, and entrepreneurial activities that generate livelihoods and income for Sisters Country residents.

OUR STRATEGIES FOR A PROSPEROUS SISTERS

Four-Season Tourism & Visitor Destination. Strategically develop Sisters Country's tourism and destination economy, increasing the number of shoulder season and winter events and attractions, such as performances, festivals, retreats, educational speaker series, trainings, and outdoors sports tournaments.

Oregon's Artisanal Capital. Develop and promote Sisters Country as the "Artisanal Capital of Oregon," building on its strategic location and spectacular environment, expanding the artisanal economy including visual artists, trades and crafts people, musicians, performance artists, writers, brewers, distillers, and farm-to-table chefs.

Sisters Makers District. Develop and promote a Sisters Makers District, where wood, metal, and glass crafts, woven crafts, pottery, and arts studios mix with local food and craft beverages, creating a pedestrian friendly zone that compliments, diversifies, and expands the local economy, and supports entrepreneurialism and innovation.

Vibrant & Diverse Local Economy. Facilitate local entrepreneurial infrastructure and the development of Sisters-compatible light Industrial land and building inventory, as well as support vocational education and workforce development.

Forest Service Property Development. Facilitate the development of a masterplan on the U.S. Forest Service property that is compatible with the community's character and identity, combining mixed-used commercial, residential and recreational facilities that anchor and define the community, create new jobs, and provide housing options.

Each of the above strategies includes a number of action steps designed to implement it, along with suggested lead partners, potential supporting partners, and milestones and timelines for their achievement. For a full copy of the Vision Action Plan visit: www.sistersvision.org.

LIVABLE SISTERS

Our vision: A livable city and region that remain welcoming even as we grow.

This focus area is about creating a Sisters Country that is livable for all its residents. It covers such topics as growth and planning, housing, transportation, parks and recreation, environmental quality, biking and walking, and other factors that combine to make Sisters Country a great place to live.

OUR STRATEGIES FOR A LIVABLE SISTERS

Walkable Downtown. Expand pedestrian-friendly amenities in downtown Sisters, encouraging residents and visitors to get out of their cars and walk, including during the evening hours.

Affordable Housing. Increase the availability of affordable housing in Sisters Country, including a comprehensive review of the 2010 Sisters Housing Plan, promotion of a diverse mix of housing types, and support for private and volunteer programs that address the issue of housing affordability.

Integrated Transportation System. Implement the updated Sisters Transportation System Plan that addresses changes in local and regional growth and new state transportation policies. Determine a preferred alternative to address congestion on Highway 20 in Downtown Sisters, exploring alternate routes and roadway designs, traffic management strategies, bicycle and pedestrian options, signage, and centralized public parking.


Expanded Trail System. Support Sisters Trails Alliance and the U.S. Forest Service in expanding and integrating equestrian, bicycle and hiking trails throughout Sisters Country and beyond, connecting unincorporated rural communities with downtown, linking Sisters to Redmond and Bend, and facilitating appropriate access to recreational areas.



Parks, Recreation & Greenspace. Identify potential new parks, greenspaces and recreation sites and facilities in Sisters Country to meet the needs of a growing resident population and create new public amenities and visitor attractions. Recognize and honor the City of Sisters' status as a Tree City, and develop a Dark Skies program.

Each of the above strategies includes a number of action steps designed to implement it, along with suggested lead partners, potential supporting partners, and milestones and timelines for their achievement. For a full copy of the Vision Action Plan visit: www.sistersvision.org.





“ Residents of Sisters Country are engaged in their community and cherish the environment and natural beauty that surrounds them. Such values are clearly reflected in our vision for a more livable Sisters, preserving and enhancing the small town feel we all embrace.”

~ Steve Swisher, Deschutes County Planning Commission

“ Along with Sisters Country’s location, beauty and quality of life, come the challenges of keeping our community safe, healthy, and secure. This means increasing our resilience in the face of wildfire, natural hazards and similar threats. The Sisters Country Vision will help keep our community united, alert and prepared for whatever may come our way.”

~ Roger Johnson, Sisters-Camp Sherman Fire District



RESILIENT SISTERS

Our vision: Resilient people better prepared for a challenging world.

This focus area is about creating a Sisters Country that is resilient and responsive for all its residents. It covers such topics as public safety, health and wellness, social services, fire safety and disaster preparedness, and other initiatives that will help our community to be prepared for unanticipated events or an uncertain future.

OUR STRATEGIES FOR A RESILIENT SISTERS

Urgent Care Facility. Pursue establishment of a comprehensive urgent care facility in Sisters, providing walk-in and related ambulatory care and medical services for a rapidly growing population and increasing numbers of tourists.

Communications Connectivity. Improve communications connectivity and infrastructure (telecommunications, broadband, mobile and Internet services) in Sisters Country with special attention focused on underserved areas.

Age-Friendly Community. Support an 'age-friendly' community in Sisters Country, encouraging key organizations to share resources and to advocate for issues relevant to all ages and abilities.

Fire/Drought Resistant Building & Development Codes. Review and update the City of Sisters and Deschutes County building and development codes to improve and enhance the fire and drought resistance of homes, communities and landscapes in Sisters Country.

Disaster Preparedness & Response. Promote enhanced coordination of disaster preparedness and response efforts in Sisters Country within the statewide network. Improve and enhance natural disaster preparedness and socioeconomic resilience training and education programs.

Each of the above strategies includes a number of action steps designed to implement it, along with suggested lead partners, potential supporting partners, and milestones and timelines for their achievement. For a full copy of the Vision Action Plan visit: www.sistersvision.org.



CONNECTED SISTERS

Our vision: A connected community working together for the common good.

This focus area is about creating a Sisters Country that is more connected, making all its residents feel welcome and involved. It covers such topics as governance and leadership, education and learning, civic engagement and dialogue, volunteerism, and other things that bind us together as a community.

OUR STRATEGIES FOR A CONNECTED SISTERS

Small Town Atmosphere. Promote the small-town atmosphere and friendly vibe of Sisters Country as the city and region grow, increasing outreach and opportunities for face-to-face contacts, neighbor-to-neighbor cooperation, and visitors-to-locals connections and commerce.

Innovation & Distinctive Programming in Schools. Support the innovative curriculum, distinctive programming, community-based initiatives, and year-round use of existing Sisters School District facilities, bolstering the district as the “hub of the community” and connecting its students to the community and beyond.

Multi-Purpose Community Center. Plan, finance and develop a multi-purpose community center in Sisters, featuring year-round programming and opportunities for community members of all ages and abilities to gather and connect, take part in healthy recreation and exercise, and participate in classes, arts, lectures, and community events.


Diversity & Inclusion. Bring Sisters Country’s less frequently heard voices into a more diverse, welcoming and inclusive community conversation, fostering greater tolerance in the community, and helping newcomers as well as long-time residents to feel valued and supported.



Leadership Training & Development Emphasizing Youth. Develop a deeper pool of leadership through mentorship, education and training, opportunities for civic participation, and community involvement across the generational spectrum with a particular emphasis on youth and young adults.

Each of the above strategies includes a number of action steps designed to implement it, along with suggested lead partners, potential supporting partners, and milestones and timelines for their achievement. For a full copy of the Vision Action Plan visit: www.sistersvision.org.





“ Only when our community exercises empathy are we able to see with the eyes of another, listen with the ears of another, and feel with the heart of another. The Sisters Country Vision seeks to include all Sisters residents, to value one another, and to acknowledge the sometimes quiet yet powerful voices that are not always at the table.”

~ Ruth Jones, OSU Open Campus Juntos Program

CONTRIBUTORS AND ACKNOWLEDGEMENTS



In Sisters Country anything can happen when people choose to invest their time and energy."

~ John Tehan, Longtime Sisters Country Resident

PROJECT SPONSOR – City of Sisters, Oregon

Chuck Ryan, Mayor
Nancy Connolly, President, City Council
David Asson, Councilor

Andrea Blum, Councilor
Richard Esterman, Councilor

PROJECT PARTNERS

Deschutes County, Community Development Department
Central Oregon Intergovernmental Council, Community &
Economic Development Department (COIC)

Oregon's Kitchen Table initiative, Portland State University
Citizens4Community (C4C)

PROJECT MANAGEMENT TEAM (PMT)

Scott Aycock, Central Oregon Intergovernmental Council
Amy Burgstahler, Citizens4Community
Patrick Davenport, Sisters Community Development

Nick Lelack, Deschutes County Community Development
Nicole Mardell, Deschutes County Community Development
Janel Ruehl, Central Oregon Intergovernmental Council

VISION ACTION TEAM (VAT)

Chuck Ryan, City of Sisters; VAT Chairman
Nick Beasley, Cascade Street Distillery
Julie Benson, Sisters Eagle Airport
Paul Bertagna, City of Sisters
Art Blumenkron, Sisters Planning Commission
Bob Burgess, Sisters Arts Association
Amy Burgstahler, Citizens4Community, Horizons PMT
Marie Classen, Habitat for Humanity
Nancy Connolly, Sisters City Council
Patrick Davenport, City of Sisters, Horizons PMT *
Dixie Eckford, Sisters Parks Advisory Board
Caprielle Foote-Lewis, EDCO-Sisters Area *
Bill Hall, Community Activist
Robyn Holdman, Citizens4Community
Karen Hulbert-Hickman, Sisters Rural Area Representative
Roger Johnson, Sisters-Camp Sherman Fire District

Ann Marland, Sisters Trail Alliance
Jack McGowan, Sisters-Camp Sherman Fire District Board
Nicole Mardell, Deschutes County; Horizons PMT *
Suzanne Pepin, Sisters Rural Area Representative
Ian Reid, U.S. Forest Service, Deschutes National Forest
Emily Rickards, The Open Door Restaurant
Janel Ruehl, COIC; Horizons PMT *
Craig Rullman, Running Iron
Dennis Schmidling, Sisters Art Association
Curtiss Scholl, Sisters School District
Mandee Seeley, Houseless Persons Advocate
Pete Shepherd, Citizen Activist
Steve Swisher, Deschutes Planning Commission
John Tehan, Sisters Country Property Owner
Fran Willis, Oregon Community Foundation (ret.)

* Focus Area Team Leaders

VISION SUMMIT 'STORYTELLERS'

Keith and Connie Cyrus, Aspen Lakes Resort
Dawn Cooper, Sisters School District, Family Access Network
Emily Rickards, Open Door Restaurant
Bill Willits, FivePine Lodge

COMMUNITY VOLUNTEERS

Patrick Davenport, Robyn Holdman, Davina Luz, Shannon Rackowski, Janel Ruehl, Pete Shepherd, Fran Willis: Community Workshop Facilitators
Iiliana Cabrera, Dawn Cooper, Suriana Iverson, Roger Johnson, Ruth Jones, Ian Reid, Katie Stewart: Special Community Outreach
Citizens4Community Values & Visioning Days and Vision Quilt volunteers

PROJECT SUPPORT

Aspen Lakes, FivePine Lodge, Ray's Food Place, Sisters Area Chamber of Commerce, Sisters Camp Sherman Fire District, Sisters High School, Sisters Library, The Nugget

SPECIAL THANKS

Jerry Baldock, Bob Burgess, Amy Burgstahler, Patrick Davenport, Caprielle Foote-Lewis, Robyn Holdman, Carol Jenkins, Roger Johnson, Ann Marland, Cory Misley, Julie Pieper, Kerry Prosser, Ian Reid, Pete Shepherd, Sue Stafford, Steve Swisher

CONSULTING TEAM

Steven Ames, NXT Consulting Group, Bend, Oregon
Donald Rushmer, NXT Consulting Group, Portland, Oregon
Ruth Williamson, NXT Affiliate, Ruth Williamson Consulting, Bend, Oregon
Steve Maher, NXT Affiliate, Steve Maher New Media, Wenatchee, Washington
Michele Neary, NXT Affiliate, Mad Bird Design, Portland, Oregon

PROFESSIONAL SUPPORT

Sarah Giles, Wendy Willis: Oregon's Kitchen Table Initiative, Portland State University
Nick Lelack, Nicole Mardell, Kyle Collins, Peter Gutowsky, Zechariah Heck, Izze Liu, Matt Martin, Nate Miller, Tarik Rawlings, Jacob Ripper, Peter Russell, Tanya Saltzman, Hether Ward: Deschutes County Community Development Department
Scott Aycock, Janel Ruehl: Central Oregon Intergovernmental Council
Let's Talk Diversity Coalition, Latino Community Association

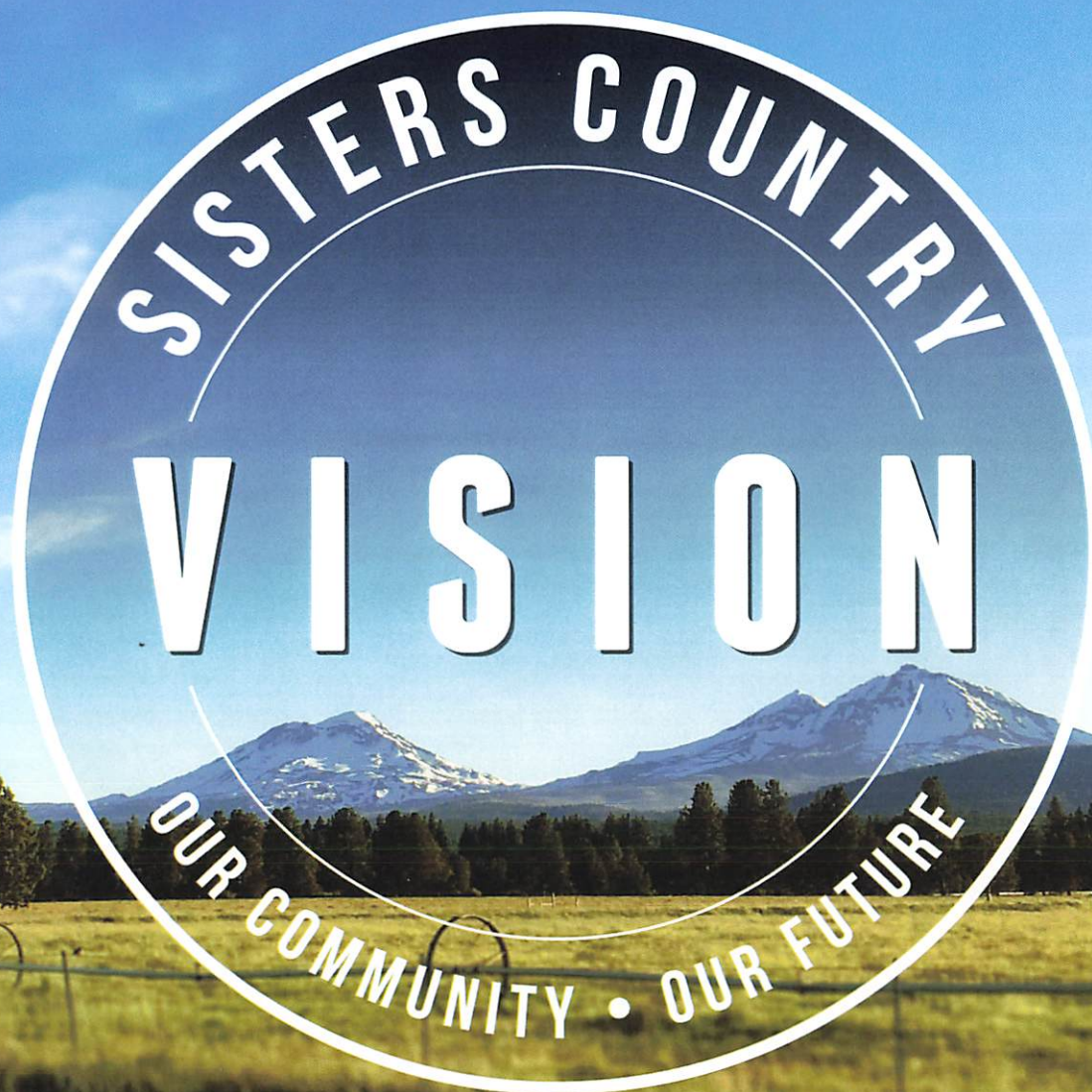
PUBLICATION

Michele Neary, Mad Bird Design: Website & Graphic Design
Jerry Baldock, outlawsphotography.net: Principal Photography
Gary Miller, Steven Ames, Patrick Davenport: Additional Photography

FINANCIAL SUPPORT

City of Sisters, Oregon
Deschutes County Community Development Department
Central Oregon Intergovernmental Council





Sisters Country Vision
© 2019 City of Sisters, Oregon
Visit us online at
sisterscommunity.org/sisters-country-vision



CITY OF LA PINE, OREGON BUDGET COMMITTEE MEETING

Wednesday, May 08, 2024, at 5:30 PM

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

Available online via Zoom: <https://us02web.zoom.us/j/85460628413>

MINUTES

CALL TO ORDER

Chair Van Damme called the meeting to order at 5:30 p.m.

ESTABLISH A QUORUM

Committee

Cathi Van Damme – Budget Committee Chair

Daniel Richer

Mike Shields

Karen Morse – Excused

Via Zoom

Courtney Ignazzitto

Staff

Geoff Wullschlager – City Manager

Ashley Ivans – Finance Director/Budget Officer

Kelly West – Public Works Director

Brent Bybee – Principal Planner

Rachel Vickers – Associate Planner

Amanda Metcalf – City Recorder

PLEDGE OF ALLEGIANCE

Chair Van Damme led the Pledge of Allegiance.

OLD BUSINESS:

1. FY 2024-2025 Budget Review

The Committee did not have any comments or changes.

PUBLIC HEARING:

1. Hearing on receiving state shared revenues in anticipation of City Council Adoption of Budget on June 26, 2024.
 - a. Open Public Hearing

Chair Van Damme opened the public hearing at 5:32 p.m.

- b. Staff Report

Finance Director Ivans presented the staff report, stating that in order for the Committee to approve the acceptance of State Shared Revenues, a public hearing is required. She explained that State Shared Revenues include the Cigarette Tax, ODOT City Apportionment, Marijuana Shared Revenue, OLCC Tax, and Oregon Revenue Sharing Tax.

- c. Public Comments

Chair Van Damme opened for public comments at 5:33 p.m.

There were no public comments.

Chair Van Damme closed the public comments at 5:33 p.m.

- d. Deliberation

A Committee member asked a question regarding the Gas Tax Revenue and how it is calculated. City Manager Wullschlager clarified that this State Shared Revenue is based on population.

- e. Close Public Hearing

Chair Van Damme closed the public hearing at 5:35 p.m.

NEW BUSINESS:

1. Budget Approval

Mike Shields made a motion to approve the City of La Pine FY 2024-25 Budget. *Daniel Richer seconded the motion.* Motion passed unanimously.

ADDED AGENDA ITEMS

None.

PUBLIC COMMENTS

None.

STAFF COMMENTS

City Manager Wullschlager did not have any comments.

Finance Director Ivans did not have any comments.

Public Works Director West did not have any comments.

Principal Planner Bybee did not have any comments.

Associate Planner Vickers did not have any comments.

City Recorder Metcalf did not have any comments.

MAYOR & COUNCIL COMMENTS

Chair Van Damme did not have any comments.

Daniel Richer did not have any comments.

Mike Shields did not have any comments.

Courtney Ignazzitto did not have any comments.

Karen Morse did not have any comments.

ADJOURNMENT

Chair Van Damme adjourned the meeting at 5:36 p.m.

Date:

,Chairperson

ATTEST:

Date:

Amanda Metcalf, City Recorder

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: American Legion Post 45
2. Non-Profit ID #: # 23-7350710
3. Mailing Address: P.O. Box 590 LaPine Ore. 97739
4. Telephone No.: 541-420-9101
5. Email: SunriverbeautySalon@gmail.com / Dan = usbc02@gmail.com
6. Contact Person: Amanda Carlson or Dan Ricker
7. Requested Amount: \$1,500
8. Project/Use for Funds: Annual IceBreaker Charity Run
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. FY 25/26

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: 3/17/25

Approved _____ Denied _____ Date _____

Amount _____



Budget Spreadsheet

Name of Event:

American Legion Annual (Ice Breaker)
May 16th & May 17th 2025

Income Estimated Actual

Event Proceeds (entry fees, ticket sales, etc.)		
Ticket Sales	200.-	
Camp spots	150.-	
Food.	100.-	
TOTALS		

Extra Sales (auction, raffle, misc. sales)

T-Shirt Sales	400.-	
50/50	250.-	
Raffles	100.-	
Motorcycle games	200.-	
Auction	200.-	
TOTALS		

Sponsorships

City of Lapine	1,500.-	
Chamber Commerce	500.-	
Sons American Legion	300.-	
Napa	500.-	
Auto works	500.-	
TOTALS		

Donations

Les Schwabs	200.-	
Sunriver Beauty	250.-	
Harley Davidson	300.-	
Snap on	100.-	
Pro Caliber	200.-	
On-tap	50.-	
Wickup Station	50.-	
TOTALS		

Expenses Estimated Actual

Site/Decorations (equipment, balloons, food, etc.)		
Advertising	400.-	
Paper products	150.-	
Fencing	400.-	
2x Servers	150.-	
Security	250.-	
Entertainment	1000+	
TOTALS		

Other Expenses

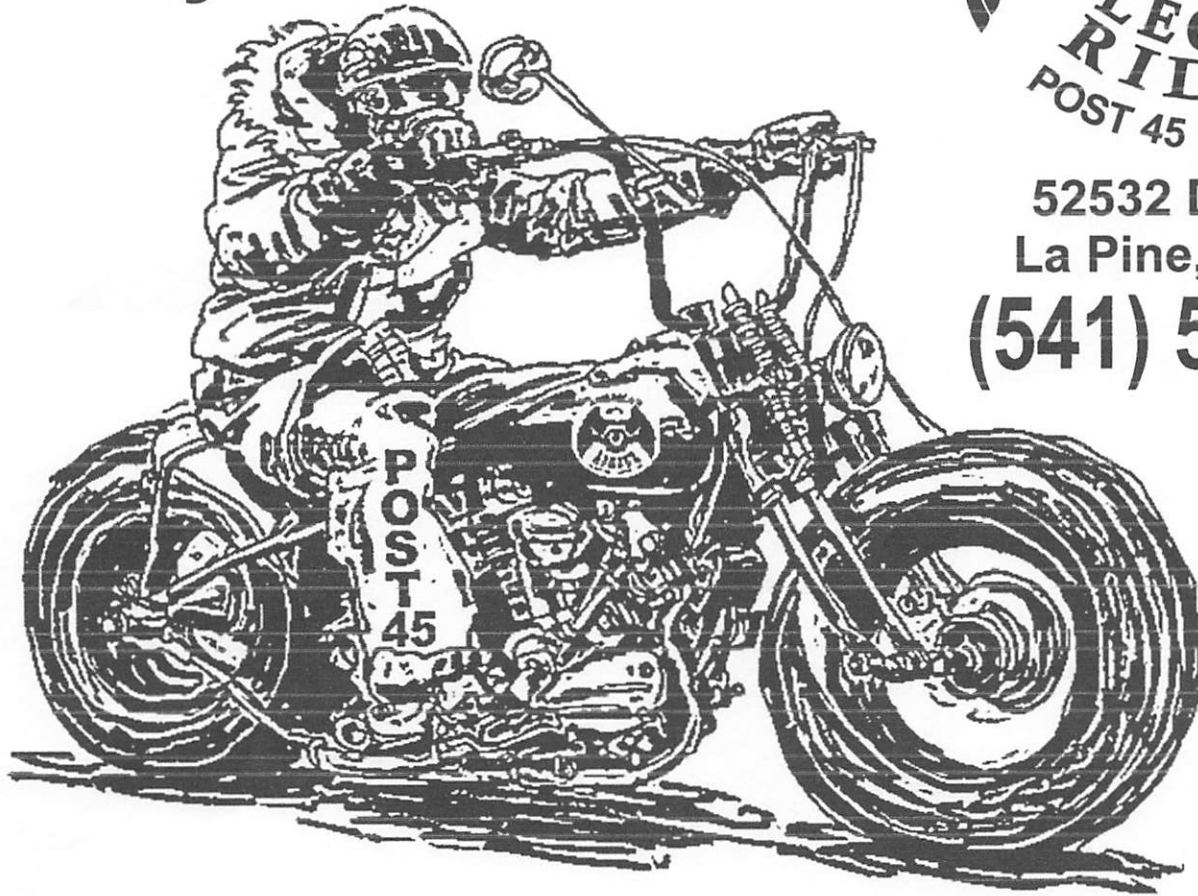
Porta potties x3		
Sanitation		
Prizes	500.-	
Plaques	200.-	
Ultra trash pickup	150.-	
Safety Signs	15.-	
Wash		
T-Shirts	250.-	
TOTALS		

Estimated Actual

Overall Budget

Income	Estimated	Actual
Expenses		
Net Profit (Loss)		

ALR Annual Ice Breaker May 16, 17, & 18th



52532 Drafter Rd.
La Pine, OR. 97739
(541) 536-1402

Vendors

~
**Live
Music**

~
**Food
Carts**

~
Tattoos

Charity Ride, Swap Meet, Bike Show

SATURDAY 10am

FRIDAY & SATURDAY

SATURDAY 6pm

- * **CASH & PRIZES** for Charity Ride, Bike Show & Games
- * **LIVE MUSIC** - Legendary JR Friday Night, Soul'd Out Band Saturday Night
- * **BICYCLE GAMES for ADULTS** - Friday Evening Fun
- * **ALR STATEWIDE** - Most Onsite Rider's Participation Trophy
- * **NJROTC SUNDAY BREAKFAST** 9am & Color Guard @ Noon
- * **CAMPING & VENDOR SPACES** - Call 1st - Limited Availability

Community / Tourism Grant Application

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



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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

☒

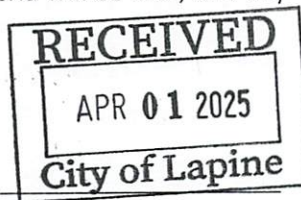
Please type or print clearly:

1. Organization: LaPine High School Varsity Cheer
2. Non-Profit ID #: 93-6000393
3. Mailing Address: 56133 Coach Rd / po Box 306 LaPine or 97739
4. Telephone No.: 760 208 5433
5. Email: mary.oldham@bend.k12.or.us
6. Contact Person: Mary Oldham
7. Requested Amount: 6500
8. Project/Use for Funds: Cheer Camp
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 _____

LPHS Cheerleading

My name is Mary Oldham, and I am the coach of the La Pine High School Cheerleading Program. A position I assumed four years ago. I am applying for a community grant because the cheer team has grown a lot recently and, with a little financial support, has the potential to become the face and strong ambassador for the La Pine community.

To date, the cheer team has been in the Frontier Days parade for the past 3 years and will continue to do so again this year. We ran a booth at Frontier Days providing face painting for young kids. Additionally, we run a youth cheer program called Little Hawks three times a year that brings in 40-45 elementary age students each session. This program has quickly become a favorite of not only the team but the parents too! Moreover, the team does face painting at some of the elementary school events including the National Night Out event organized in conjunction with the Deschutes County Sheriff and the La Pine Activity Center. Cheer is a great way to provide an educational and outdoor experience for the youth of our community.

The La Pine HS cheer team is growing rapidly, doubling in size each year, and now we are up to almost 24 athletes. With the increase in numbers, we are now a competition team and competed at the Oregon State Sport Association and placed 10th out of 13 teams. We have placed at every competition we went to. Bringing home two first place trophies this year. With this success we are on the right trajectory to become a pillar in our school and community. An important part of this growth and success is because we have been taking the team to cheer camp the past 3 years. The first year we took 4 girls, the next year we increased to 10. Last year we took 18 cheerleaders. This camp is the Oregon Dream Camp that is held at Lewis and Clark College in Portland. At camp, the athletes work on tumbling skills, dances, cheers, stunting, teamwork, and bonding. It is a great chance to make friends with other teams and

build our skills to become a better team. With such a young team, mainly 9th and 10th graders, it is imperative that we go to camp and learn from the best cheerleaders in our industry. The instructors at the camp are some of the best collegiate cheerleaders in the nation. My goal is to send all 20 athletes to cheer camp this year July 22-25. The biggest stumbling block with this plan is that camp is VERY expensive. To send one athlete is \$499 this year.

My goal has always been to make cheer accessible to everyone that wants to participate. Cheer is a no cut sport so anyone that wants to join can do so. Because of the economic circumstances of most of my athletes I try to keep costs as low as possible and we fundraise for the essentials that the team needs. For reasons mentioned above, cheer camp is moving into that essential category and that means we need to raise more funds.

The groups I have taken in the past have been a great representation of our community. Our teens are quickly a camp counselor favorite, they have said that they are drawn to our team because we aren't like other teams. Our team wants to learn and soak in everything that they are being taught. They are respectful and love to engage with everyone. I have gotten feedback from the camp owner that the growth in the short time we are with the camp is amazing. The team looks up to these collegiate athletes and many aspire to perform cheer at the next level from attending this camp and seeing what is possible. Without this exposure, many of our athletes may have not consider this as an option for themselves. Meaning, that this camp not only builds their cheerleading skills but gives them an opportunity to explore their options for college and careers in the future.

My goal is to send 16-20 athletes to cheer camp this year. This is an all-inclusive camp with food, instruction, and lodging covered. We are trying to keep the cost low- we will take a mini-bus to camp- but cheer camp fees alone will run us \$9980. Since we choose our team in June this is a lot to raise for young teens in a 2-month span.

Cheerleading is one of the most expensive sports around. On average it is \$800-\$1000 for fees and uniforms. This does not include competition fees or camp fees. Here in La Pine, especially at the youth/high school level, that is often not obtainable. I try to keep our fees to a minimum – \$130 per season \$260 a year. This covers shoes, bows, pom poms, and a sweatshirt. We then fundraise for the rest of what we need. This includes megaphones, signs, competition fees, travel fees, and food. I am happy to provide a more detailed breakdown of costs if needed.

If you have any questions, I would be happy to come make a presentation. You can contact me at mary.oldham@bend.k12.or.us or 541-355-8527

A handwritten signature in blue ink that reads "Mary Oldham". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

RE: Tax Exempt Status

August 15, 2024

To Whom It May Concern,

Bend – La Pine Schools is a state and local government entity and, therefore, not subject to federal income tax. Charitable contributions to Bend – La Pine Schools are tax deductible under section 170 of the Internal Revenue Code if made for a public purpose. Please note that Bend – La Pine Schools is not a charitable organization under section 501(c)(3) of the Internal Revenue Code, nor does the Code require Bend – La Pine Schools to file a Form 990 to report activities each year.

Bend – La Pine Schools' tax identification number is 93-6000393. The District may also be formally known as Administrative School District #1, Deschutes County. La Pine High School is a school serving grades 9-12 within our District and is eligible to use the aforementioned tax identification number. Checks to La Pine High School can be mailed to:

PO Box 306
La Pine, OR 97739

Please let me know if you have further questions regarding the tax exempt status of Bend – La Pine Schools

Sincerely,



Nick Shein
Accounting Services Manager
Bend – La Pine Schools
Phone: (541) 355-1128
nick.shein@bend.k12.or.us

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:

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- Generates/supports economic activity in La Pine.

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- 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 Band of Brothers
2. Non-Profit ID #: 416-3245424
3. Mailing Address: PO Box 555
4. Telephone No.: 541-536-6072
5. Email: lapineveterans Outreach@gmail.com
6. Contact Person: Rick Davis 503 970 6345
7. Requested Amount: \$1500.00
8. Project/Use for Funds: Community Events / Veteran assistance
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. rsdavis53@yahoo.com

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: 3/19/25

Approved _____ Denied _____ Date _____

Amount _____



Budget Spreadsheet

Name of Event:

Band of Brothers Annual Budget

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

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

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

Other Expenses		
Bot B Toy Drive	\$500	\$500
Family Access Network	\$500	\$500
Gilchrist School	\$200	\$200
HS ROTC - High School	\$500	\$500
Crossing Guard 10/31	\$100	\$100
HS ROTC H/S Assistance	\$50	\$50
Am Legion Golf Tour	\$50	\$50
Lions Golf Tour	\$50	\$50
H/SNJ ROTC Scholar	\$500	\$500
DONATIONS FOR		
Other Comm Events	\$500	\$500
School Snack	\$1200	\$1200
TOTALS	4100	4100

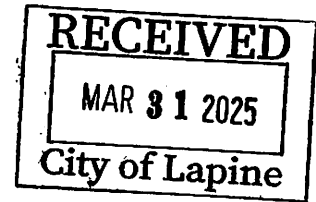
Sponsorships		
TOTALS		

Donations		
TOTALS		

	Estimated	Actual
Overall Budget		
Income	3900	?
Expenses	4100	?
Net Profit (Loss)	200	

La Pine High School Student Council

March 31, 2025



The City of La Pine

To whom it may concern, I am Gracie Looney the student body president at La Pine High School. The student council and I are applying for the tourist grant from The City of La Pine. The tourist grant would be used by the La Pine High School Student Council to renew our hawk mascot costume Hercules the Hawk, which is around the age of 26 years with around an estimated four students per year using this costume. The La Pine Hawk Hercules has been around for a very long time and has been put to great use from community events to all local school assemblies, cheer competitions, and all athletic events hosted by La Pine High School. Hercules the Hawk has recently been increasing his involvement and will continue to due to the efforts of our student council's push for more community pride and school spirit. The La Pine High School staff and students are asking your help to bring this community together as one and restore the heart of our school's pride. We are looking to raise \$7,000 for this project, this includes quality customization that will last and the ability to add things such as a fan for the inside of the costume. This falls into the tourist grant because any La Pine High School staff or student can involve the Hawk in any event requested. The La Pine Student Council already has plans in motion for Hercules to be in this summer's local Fourth of July parade, which draws in locals and visitors and shows our pride in this community. This grant would help us repair a dent that has grown in our community pride and school spirit. Help Hercules the Hawk fly again and help our school soar to new heights! Thank you greatly for your time and consideration.

Sincerely, Gracie Looney

Community / Tourism Grant Application

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



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- 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: LPHS Student Council
2. Non-Profit ID #: 93-6000393
3. Mailing Address: 51633 Coach Rd Po Box 306
4. Telephone No.: 541-815-9501
5. Email: Cory.young@bend.k12.or.us
6. Contact Person: Cory Young
7. Requested Amount: \$7,000
8. Project/Use for Funds: Hawk mascot costume Renewal
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 _____



Budget Spreadsheet

Name of Event: _____

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

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

Sponsorships		
TOTALS		

Donations		
TOTALS		

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

Other Expenses		
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.

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.

RE: Tax Exempt Status

August 15, 2024

To Whom It May Concern,

Bend – La Pine Schools is a state and local government entity and, therefore, not subject to federal income tax. Charitable contributions to Bend – La Pine Schools are tax deductible under section 170 of the Internal Revenue Code if made for a public purpose. Please note that Bend – La Pine Schools is not a charitable organization under section 501(c)(3) of the Internal Revenue Code, nor does the Code require Bend – La Pine Schools to file a Form 990 to report activities each year.

Bend – La Pine Schools' tax identification number is 93-6000393. The District may also be formally known as Administrative School District #1, Deschutes County. La Pine High School is a school serving grades 9-12 within our District and is eligible to use the aforementioned tax identification number. Checks to La Pine High School can be mailed to:

PO Box 306
La Pine, OR 97739

Please let me know if you have further questions regarding the tax exempt status of Bend – La Pine Schools

Sincerely,



Nick Shein
Accounting Services Manager
Bend – La Pine Schools
Phone: (541) 355-1128
nick.shein@bend.k12.or.us

Tina Kemp

From: Tammy Lesueur <litewander@gmail.com>
Sent: Friday, April 11, 2025 9:05 AM
To: Tina Kemp
Subject: Community Funding Assistance Application
Attachments: Community Funding Assistance Application.pdf

Tina

Hi this is Tammy Lesueur with the La Pine Pickleball Club. I am attaching the Community Funding Assistance Application.

The La Pine Pickleball Club is having our 10th annual Frontier Days Pickleball Tournament June 25th through June 29th. We expect 300 participants to register to play in the tournament this year,

Looking at last year's tournament 40 percent of the participants came from the Willamette Valley, Seattle, Idaho, and Northern California. Only 10 percent of the tournament participants were from La Pine. The balance of the participants were from the Central Oregon area.

The La Pine Pickleball tournament attracts both participants and spectators, boosting spending at our local hotels, campgrounds, restaurants and local events.

The revenue the La Pine Pickleball Club generates through entry fees, sponsorships, and grants goes directly back to our community. We use the funds to maintaining and improve our tournament quality courts, located at the Finley Butte Park here in La Pine.

I appreciate your time and consideration of our funding request. If you have any questions please do not hesitate to ask.

Thank you very much.

Tammy Lesueur
litewander@gmail.com
541-815-1388

•



CITY OF LA PINE

Community Funding Request Application

The City of La Pine may provide funding assistance to non-profits and other entities that serve the La Pine community. **Effective immediately, all Community Funding Request Applications must be accompanied by the attached budget spreadsheet.**

Please type or print clearly:

1. Organization: La Pine Pickleball Club
2. Mailing Address: 51313 Mitts Way, La Pine, Or. 97739
3. Telephone No: 541-815-1388 E-mail: Litewander@gmail.com
4. Contact Person: Tammy Lesueur
5. Requested Amount: \$ 5,000.00 In-kind Amount \$
6. Project/Purpose For Funds, including date(s): La Pine Pickleball Club's 10th annual tournament.

Revenue from the tournament keeps the courts maintained and open for public use.

7. Are you an authorized 501(c)(3) corporation by the IRS? ☒ Yes ☐ No
8. Have you sought funding from the City of La Pine in the past? ☐ Yes ☒ No
9. Were funds provided from the City of La Pine? ☐ Yes ☒ No

Amount: \$ When:

10. Have you requested money from other sources? ☒ Yes ☐ No

If "yes," from where?

La Pine Chamber or Commerce and local businesses.

11. Is this a one-time request or will there be any additional funding requests for this project? Explain.

The La Pine Pickleball Club runs an annual pickleball tournament to raise funds to continue to maintain and staff the pickleball courts located at Finley Butte Park. We hope to be able to ask for annual funding of our Pickleball Tournament to continue providing tournament quality courts in La Pine.

Staff Review: Funding Source:

Remaining amount if project funded:

Staff's recommendation to fund request:



Budget Spreadsheet

Name of Event: La Pine Pickleball Club's 10th annual tournament.

Income	Estimated	Actual
Event Proceeds (entry fees, ticket sales, etc.)		
Tournament Registration Fee	21,175	
TOTALS	21,175	

Extra Sales (auction, raffle, misc. sales)		
Raffle	1,500	
Vendor Fees	300	
TOTALS	1,800	

Sponsorships		
Sponsorships	7,000	
TOTALS	7,000	

Donations		
La Pine Tourism Grant	1,000	
TOTALS	1,000	

Expenses	Estimated	Actual
Site/Decorations (equipment, balloons, food, etc.)		
Banners	1,000	
Selkirk Pro Balls	375	
Pickleball Bracket Fee	2115	
Referees fees	3040	
Raffle Supplies	200	
Paper, Ink, Hot Spot	500	
Player Snack & Volunteer BBQ	1,000	
TOTALS	8,980	

Other Expenses		
Open Player Payouts	10,000	
Awards	1,000	
Shirts	2,640	
TOTALS	14,640	

	Estimated	Actual
Overall Budget		
Income	30,975	
Expenses	23,632	
Net Profit (Loss)	7,355	

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 High School NJRSTC
2. Non-Profit ID #: 93-6000393
3. Mailing Address: PO Box 306 La Pine Oregon, 97739
4. Telephone No.: 541-355-8471
5. Email: greg.crumrine@bend.k12.or.us
6. Contact Person: Greg Crumrine
7. Requested Amount: \$2500
8. Project/Use for Funds: Spring Trip and Club Activities
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: 4/29/25

Approved____ Denied____ Date____

Amount_____



Budget Spreadsheet

Name of Event:

NJROTC Spring Trip 2026

Income	Estimated	Actual
Event Proceeds (entry fees, ticket sales, etc.)		
Bend Beer Chase	\$1000	
Cascade Lakes Relay	\$500	
Frontier Days	\$2500	
Business Challenge	\$7000	
TOTALS	\$12,000	

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

Sponsorships		
Band of Brothers	\$1000	
American Legion	\$500	
City of La Pine	\$2500	
TOTALS	\$4000	

Donations		
TOTALS	\$16,000	

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

Other Expenses		
Plane Tickets	\$8000	
Lodging	\$3000	
Food	\$3000	
Rental Vehicles	\$1000	
Miscellaneous	\$1000	
TOTALS	\$16,000	

	Estimated	Actual
Overall Budget		
Income	\$16,000	
Expenses	\$16,000	
Net Profit (Loss)		

B E N D L A P I N E
S c h o o l s
E D U C A T I O N T H R I V I N G S T U D E N T S

BUSINESS OFFICE
Education Center
520 NW Wall Street
Bend, Oregon 97703
FAX (541) 355-1129

RE: Tax Exempt Status

August 15, 2024

To Whom It May Concern,

Bend – La Pine Schools is a state and local government entity and, therefore, not subject to federal income tax. Charitable contributions to Bend – La Pine Schools are tax deductible under section 170 of the Internal Revenue Code if made for a public purpose. Please note that Bend – La Pine Schools is not a charitable organization under section 501(c)(3) of the Internal Revenue Code, nor does the Code require Bend – La Pine Schools to file a Form 990 to report activities each year.

Bend – La Pine Schools' tax identification number is 93-6000393. The District may also be formally known as Administrative School District #1, Deschutes County. La Pine High School is a school serving grades 9-12 within our District and is eligible to use the aforementioned tax identification number. Checks to La Pine High School can be mailed to:

PO Box 306
La Pine, OR 97739

Please let me know if you have further questions regarding the tax exempt status of Bend – La Pine Schools

Sincerely,



Nick Shein
Accounting Services Manager
Bend – La Pine Schools
Phone: (541) 355-1128
nick.shein@bend.k12.or.us

Accounts Payable (Vendors A-L) 355-1138 • Accounts Payable (Vendors M-Z) 355-1133
Accounting 355-1136 or 355-1144 • Payroll 355-1123 • Supervisor 355-1128

LaPine Parks and Recreation Foundation

Robert Ray

P.O. Box 664

LaPine Oregon 97739

May 1, 2025

RE: City of LaPine Sponsorship

Dear Grant Committee:

We are grateful for your previous sponsorship for the Foundations Music in the Pines Concert Series and are looking forward to our Concert Series for 2026.

Your generous support from TRT funds for the Concerts and the community grant pool to move the stage to its new location was of great benefit to the District.

This year we are asking again for support from both sources to promote the concert series and add to the funds we have received from MODA and the Trailblazers for improvement of the Finley Butte playground to a handicapped accessible playground.

Our lineup of talent for the concert series are from non-local performers who are advertising in their local areas to promote LaPine. Our volunteers are also working on promotions that are outside the local region.

The playground will offer accessible options for challenged residents to have a location that will be inclusive and open to play. Cost of Inclusive equipment is incredibly expensive. Should we be fortunate enough to pass muster and receive city funds for the playground we would first insure that the poured surface cost is covered and should we have that covered, use the funds to help with equipment purchase. We do have other grant requests out and we will be adjusting the budget as we hopefully amass additional project funding.

The Foundation has a near complete new Board and we believe that our new 2025 format that will include a new Kid Zone feature and new partnerships with the LaPine Sports Academy and The Everyone Plays Foundation to fund scholarships for local kids to engage in sports.

Music in the Pines is the Foundations largest event and we want to prepare for what we hope to see expand with the new look. The continued support of our community sponsors from previous years and new sponsors this year will only help us improve the event. We hope that the City will also consider continue being part of the Music in the Pines event and help with the inclusive playground.



Community / Tourism Grant Application

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- Provides educational or recreational opportunities for children or seniors.
- Generates/supports economic activity in La Pine.

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- 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 Park and Recreation Foundation
2. Non-Profit ID #: 27-3214817
3. Mailing Address: PO Box 664 La Pine, OR 97739
4. Telephone No.: Renee: 541-419-1253 Robert: 541-841-8360
5. Email: reneecarpenter@lapineparks.org + lprfoundation@peton.me
6. Contact Person: Renee Carpenter and/or Robert Ray
7. Requested Amount: \$13,000 (\$6,500 - TRT + \$6,500 community)
8. Project/Use for Funds: Music in the Pines + ADA playground
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: 5/7/25

Approved _____ Denied _____ Date _____

Amount _____



Budget Spreadsheet

Name of Event:

Music in the Pines Summer Concert Series

Income	Estimated	Actual
Event Proceeds (entry fees, ticket sales, etc.)		
Inflatables	\$1,000	\$1,000
Alcohol Sales	\$3,600	\$3,600
T-Shirts	\$600	\$600
Peddler	\$400	\$400
TOTALS	\$5,600	\$5,600

Extra Sales (auction, raffle, misc. sales)		
Food Vendors	\$678	\$678
Artisan Vendors	\$1,081	\$1,081
Business Vendors	\$30	\$30
TOTALS	\$1,789	\$1,789

Sponsorships		
MidOregon C.U.	\$5,000	\$5,000
Les Schwab	\$5,000	\$5,000
City of La Pine	\$5,000	\$5,000
HD Botanicals	\$2,500	\$2,500
KRO Construction	\$1,000	\$1,000
Amerititle	\$500	\$500
Bancorp Insurance	\$500	\$500
TOTALS - See Below		

Donations		
Little River Landscape	\$500	\$500
Busy B's Sourdough	\$500	\$500
Auto Parts Mart	\$500	\$500
LP Community Health	\$500	\$500
Red's Plumbing	\$500	\$500
Capelli's Timber	\$500	\$500
TOTALS	\$22,500	\$22,500

Expenses	Estimated	Actual
Site/Decorations (equipment, balloons, food, etc.)		
Inflatables	\$4,500	\$4,500
Whistlebands	\$45	\$45
Volunteer Shirts	\$60	\$60
Peddler Merch	\$300	\$300
Drink Tokens	\$400	\$400
Advertising	\$800	\$800
Keas	\$3,100	\$3,100
TOTALS - See Below		

Other Expenses		
Stage Paint	\$3,000	\$3,000
Wifi Extender	\$1,084	\$1,084
Bands/Entertainment	\$10,500	\$10,500
Band Lodging	\$400	\$400
Band Food/Green Room	\$1,200	\$1,200
Beer Cups	\$100	\$100
Permit/License Fees	\$100	\$100
TOTALS		

	Estimated	Actual
Overall Budget		
Income	\$29,889	\$29,889
Expenses	\$26,149	\$26,149
Net Profit (Loss)	+ \$3,740	\$3,740



Budget Spreadsheet

Name of Event: ADA Playground at Finley Butte Park

Income	Estimated	Actual
Event Proceeds (entry fees, ticket sales, etc.)		
None		
TOTALS	—	—

Extra Sales (auction, raffle, misc. sales)		
None		
TOTALS	—	—

Sponsorships		
None		
TOTALS		

Donations		
Mada Health + Travel Blazers (Grant)		\$36,120.00
Reddog Builders LLC	\$200.00	\$200.00
TOTALS		\$36,320.00

Expenses	Estimated	Actual
Site/Decorations (equipment, balloons, food, etc.)		
Pour in Place Surfacing	\$68,999-	\$68,999-
TOTALS	\$68,999-	\$68,999-

Other Expenses		
TOTALS		

	Estimated	Actual
Overall Budget		
Income	—	—
Expenses	\$68,999-	\$68,999-
Net Profit (Loss)	—	—



Pro Playgrounds
8490 Cabin Hill Road
Tallahassee, FL 32311

Quote

Project Name
Surfacing



Date	Estimate #
4/2/2025	41241

Customer / Bill To
Lapine Parks and Recreation Foundation Renee Carpenter 16405 1st Street La Pine, OR 97739

Ship To
Lapine Parks and Recreation Foundation Renee Carpenter 16405 1st Street La Pine, OR 97739



WE WILL BEAT ANY PRICE BY 5%!

Item	Description	Qty	Cost	Total:
	Furnish labor and materials to complete the following: 1. Installation of 73 tons of aggregate subbase @ 4" compacted depth. 2. Installation of 4,000 sq ft @ 1.5" SBR thickness (4' fall height) and 1/2" TPV thickness with 50/50 color and black granule mix. **SAFETY SURFACING MATERIALS**			
TPV-C	Color TPV Granules	84	111.07321	9,330.15
TPV-B	Premium 1350 Black Granules	84	35.00	2,940.00
SBR	SBR Buffings	270	35.00	9,450.00
ARO6080D	PremArc Aromatic Binder 60-80 Drum	8	1,450.00	11,600.00
ARO6080P	PremArc Aromatic Binder 60-80 Pail	3	149.00	447.00
Shipping	Combined Shipping and Freight Charges	1	4,704.00	4,704.00
	Sub Total			38,471.15
	RAW MATERIALS			
AGG	Locally sourced crushed aggregate base materials (ABC Crush and Run Typical)	73	52.00	3,796.00
	LABOR, INSTALLATION, RENTALS, & MISC			
LBR	Labor and Installation	1	26,731.85	26,731.85

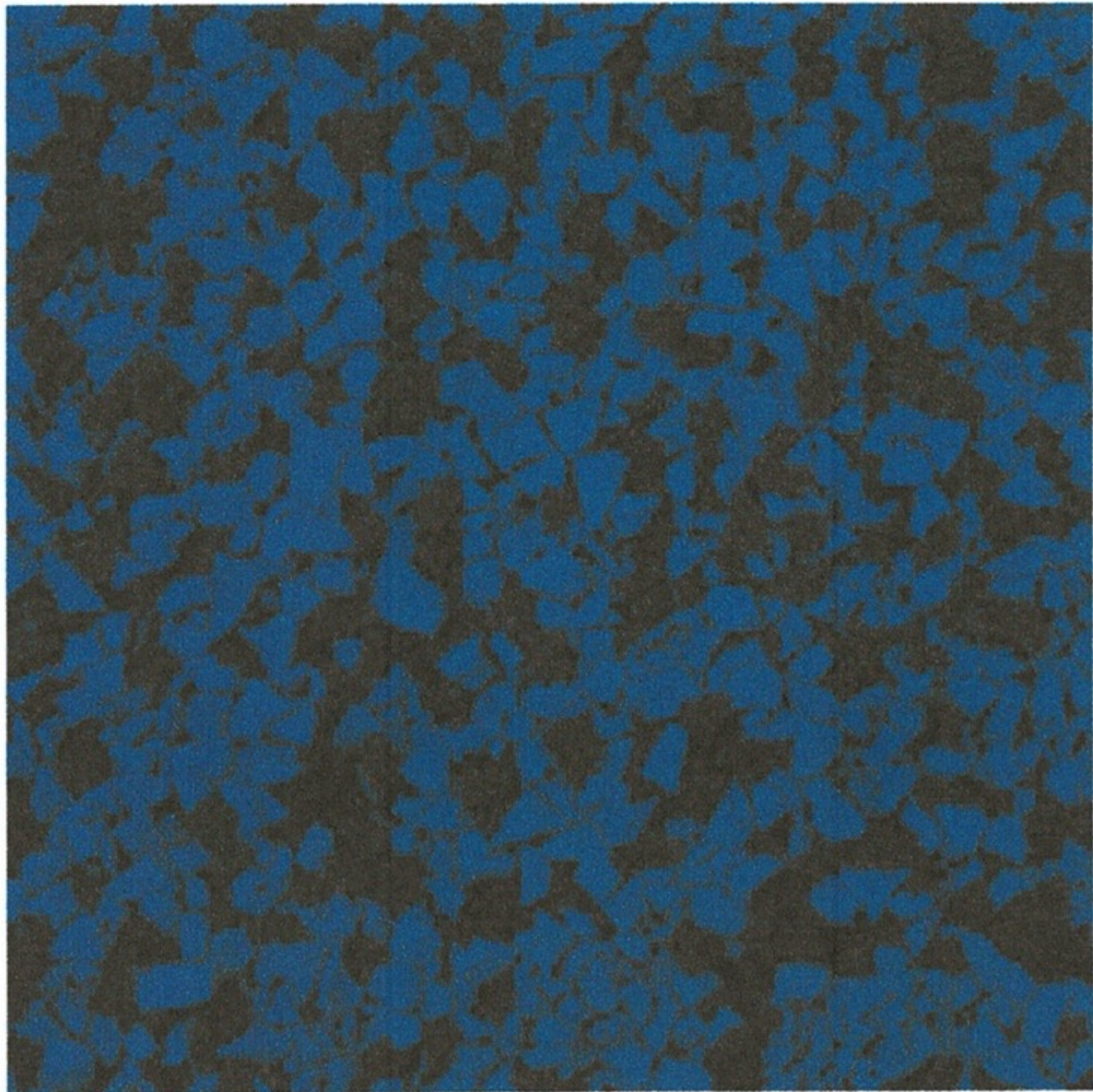
Subtotal:	\$68,999.00
Sales Tax: (7.5%)	\$0.00
Total:	<u>\$68,999.00</u>

AGREED AND ACCEPTED:
If the above total price, scope of work, specifications, terms and conditions are acceptable, sign below indicating your acceptance and authorization for Pro Playgrounds to proceed with the work and/or sales transaction described in this quotation. Upon signature and payment in accordance with this quote, Pro Playgrounds will proceed with the work and/or sales transaction.


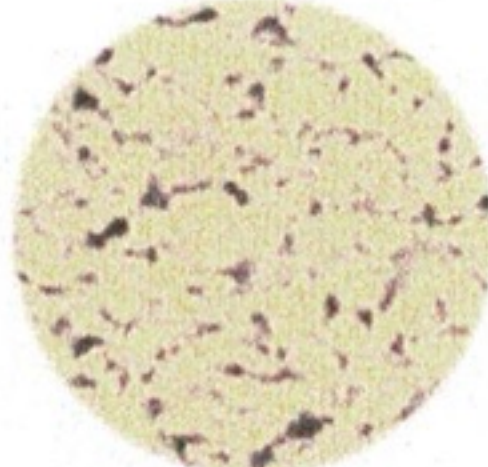







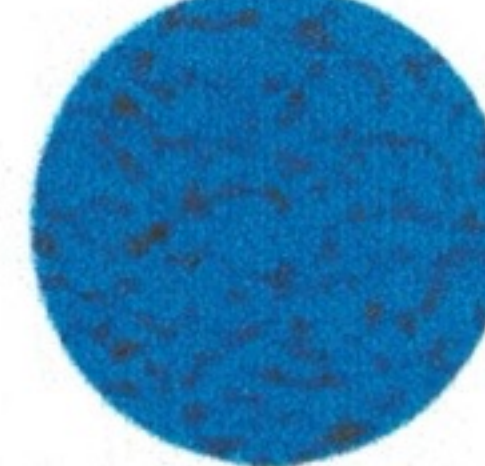

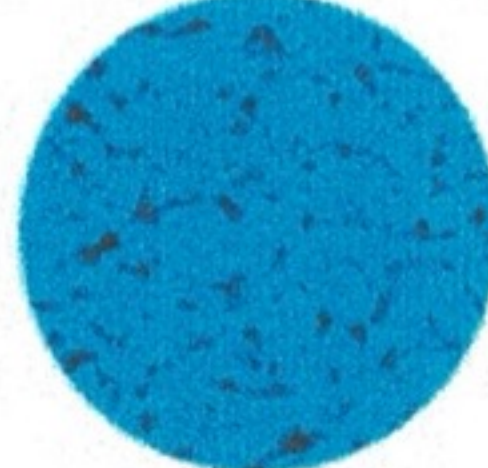

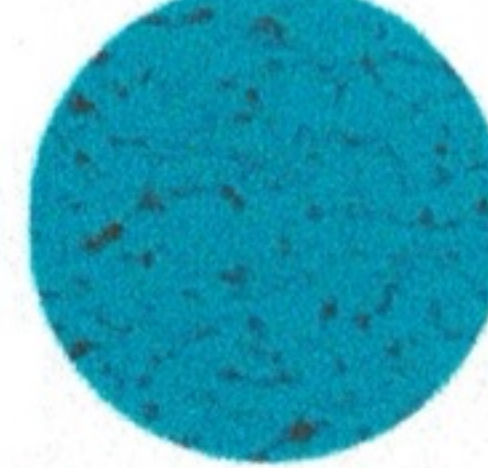
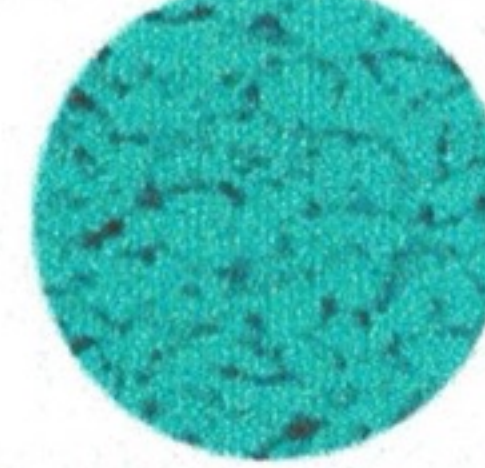
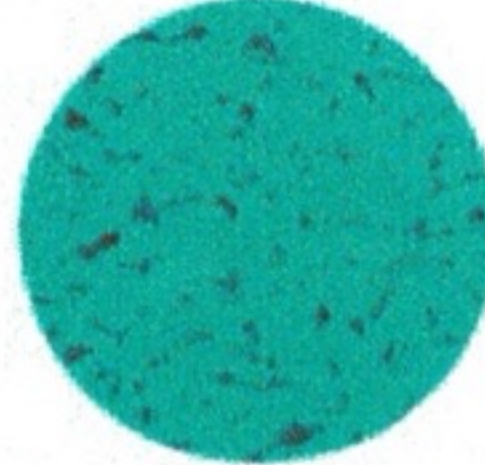



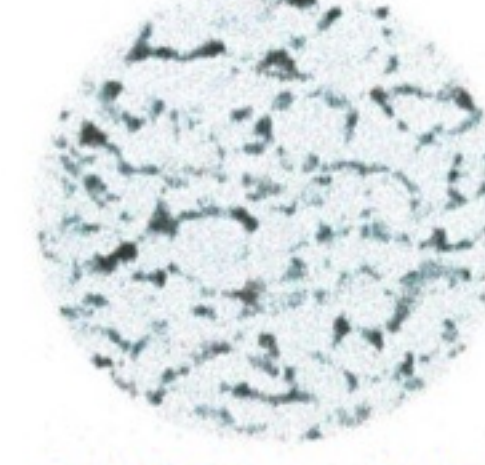
_____/_____/_____
Signature Name / Title Date

Terms and Conditions - Price valid for 30 days and subject to change. 1. If installation is not included with your purchase, client will be responsible for coordinating, receiving and unloading of all goods, delivery drivers will not help unload goods. 2. Client will be responsible to inspect goods for defect, damage or missing parts, any deficiency or missing parts must be noted on delivery slip. 3. Client will be responsible for costs due to cancelled or missed delivery appointments. 4. Client has reviewed all items, colors and descriptions on this quote for accuracy and correctness. 5. If quote includes installation of goods, the installation is subject to the terms and conditions of Pro Playgrounds "Standard Installation Agreement" a copy of which may be obtained from your Sales Representative.

Current PIP Color Mix



ROSEHILL TPV COLOR OPTIONS

				
RH31 CREAM*	RH30 BEIGE	RH41 BRIGHT YELLOW*	RH40 MUSTARD*	RH50 ORANGE*
				
RH01 STANDARD RED	RH02 BRIGHT RED*	RH90 FUNKY PINK*	RH21 PURPLE	RH20 STANDARD BLUE
				
RH22 LIGHT BLUE	RH23 AZURE	RH26 TURQUOISE*	RH12 DARK GREEN	RH10 STANDARD GREEN
				
RH11 BRIGHT GREEN	RH32 BROWN*	RH60 DARK GREY	RH61 LIGHT GREY	RH65 PALE GREY
NON-STANDARD COLOR*				

Playground Equipment

- Over 200 commercial play units, plus endless customized design options, all IPEMA certified.
- Full line of accessory units including swing sets, spring riders, rope and rock climbers and more.
- Industry leading lifetime warranty and affordable pricing.
- Professionally installed by CPSI and CGC.



Shade Structures

- Large catalog of pre-designed units including hip and ridge shades, cantilever and umbrella shades.
- Broad design capability and customization to meet your shade needs, both standard and sails.
- 95% UV blocking, keeps people and equipment cool and protected.
- Compliant with FBC wind load requirements.



Surfacing Products

- Poured in place rubber surfacing for playgrounds, splash pads, entry ways, etc.
- Over 50 varieties of artificial turf for leisure, play, animal and sport applications.
- Eco friendly recycled rubber mulch for playground surfacing.
- Professional installation by certified installers.



Site Amenities and Dog Park

- Full catalog of benches and tables to meet your needs with custom colors, logos, finishes, etc.
- Trash receptacles, dog waste stations, grills, bike racks, bleachers and more, all customizable.
- Dog park accessories including obstacle courses, waste and watering stations, etc.
- Custom amenities, fire pits, ADA, etc.



Fitness and Athletic Equipment

- Selection of products for athletic needs including basketball, soccer and football goals.
- Outdoor fitness equipment for exercising, including cardiovascular and strength training products.
- Commercial grade products constructed with durable materials to ensure a lifetime of use.





POURED-IN- PLACE SURFACING FOR PLAYGROUNDS

Care and Maintenance Information

The playground surfacing system installed at your facility is formulated to withstand all weather conditions and the test of time; however the surface will require regular maintenance on your part. Your surface, like your play equipment, should be scheduled for inspection and cleaning on an annual basis to ensure that it functions properly and stays free of debris. An annual cleaning and inspection schedule will help keep your surface in top condition and allow you to address any minor repairs before they become larger issues. Also, re-topping of the G-Flex™ surface wear course should be considered after every five years of use or as needed based on existing surface conditions at time of inspection.

The resilient rubber system is comprised of two parts. The bottom layer is a cushion course using recycled SBR rubber. The top layer is an EPDM surface that permits easy cleaning. The schedule for routine cleaning depends upon many factors including the following—how often it is used, the volume of foot traffic, climatic factors and potential for vandalism. It is important that any tear, rip or unusual wear be reported so that appropriate repairs can be made before the area becomes larger.

The following general guidelines will help you to keep your new surfacing system in top condition.

- 1.) Do not wash the surface for at least five days after installation.
- 2.) Keep the surface clean of sand and gritty soils that will prematurely abrade the surface. A regular blowing is likely all that is needed. Sand on the playground surface is destructive and will reduce its life expectancy.
- 3.) Do not use any cleaning agent that contains a petroleum based solvent, for example, acetone, diesel fuel, kerosene, MEK, paint thinner, and similar. Petrol based agents will weaken or dissolve the surface.
- 4.) Regular cleaning can be accomplished with a garden hose, push broom and mild detergent (with or without germicide). A non-sudsing detergent should be used, such as SIMPLE GREEN or similar. Power washers (with or without detergent) can only be used with extreme caution as too much pressure can dislodge individual granules, degrade the polyurethane binder and cause the surface to become weakened.
- 5.) Graffiti can usually be removed by aggressively scrubbing the area with a stiff brush and detergent. If scrubbing is not successful, medium grade sandpaper can remove the toughest of paints using care not to damage the surface..
- 6.) Do not use abrasive brushes or pads, steel wool, or solvents to clean your floor. Do not use high speed buffing or cleaning equipment. Do NOT use wax of any kind. Make sure that any mild detergent that is used contains no wax or paraffin.

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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: _____
2. Non-Profit ID #: _____
3. Mailing Address: _____
4. Telephone No.: _____
5. Email: _____
6. Contact Person: _____
7. Requested Amount: _____
8. Project/Use for Funds: _____
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_____



Budget Spreadsheet

Name of Event: _____

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

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

Sponsorships		
TOTALS		

Donations		
TOTALS		

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

Other Expenses		
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.

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.

Date: May 7, 2025
To: City of La Pine City Council
From: Newberry Regional Partnership

RE: 2025 Community Grant Request

Newberry Regional Partnership (NRP) requests \$6,500 from The City of La Pine to support execution and implementation of the 2025-2030 Newberry Country Strategic Action Plan (SAP). Grant funding will pay for coordination of Action Teams, volunteer recruitment and management, purchasing supplies, renting facilities for community events, and developing a system for tracking SAP progress and work of the Action Teams. By building a network of community leaders through the Action Teams, we can ensure Plan implementation, sustainability, and consistent engagement.

The implementation of the SAP will be led by Action Teams made up of the local volunteers and stakeholders, all of which are facilitated and supported by NRP. Each Team works on implementing a specific strategy (i.e. “Expand Funding and Education for Wildfire Preparedness and Prevention”) or focus area from the SAP, which are: Resilient, Livable, Sustainable, Thriving, Prosperous, Inspired, and Vibrant. NRP’s implementation process will be guided by the organization’s mission, “advancing rural vitality in an evolving Newberry Country through civic engagement, community-led action, and partnerships.”

NRP Background – History of Success

The Partnership began by convening a working group of devoted community leaders from South Deschutes County. The working group includes leaders from the City of La Pine, Sunriver and La Pine Chambers of Commerce, Sunriver Owners Association, La Pine-Sunriver Habitat for Humanity, Deschutes County Community Development, St. Charles Foundation, Oregon Community Foundation, La Pine Community Health Center, Sunriver La Pine Economic Development, Vic Russell Construction, Inc., First Interstate Bank, and other community groups and businesses. In partnership with DCG Research, a community survey was conducted in June and July 2023, and we received over 1,000 responses. Based off the main areas of interest and concern from the survey, NRP designed a nine-session Civic Engagement Series where topics included:

- Economic Development (Growth & Change)
- Education
- Health & Human Services
- Public Safety (Threat of Wildfire)

- Arts & Culture
- Environment and Natural Resources

Each of the nine Civic Engagement Series sessions had 20-50 attendees. The Series demonstrated the importance of having a consistent, open gathering space for community members and organizations to voice their concerns and have their input valued. When a community fosters a space where citizens can openly speak about social divisions, problems, and ideas for action, it turns isolated, charged opinions into productive, collaborative conversations. Providing a permanent forum for discussion and neutral facilitation of community meetings is an integral part of the organization's mission going forward.

In addition to the survey and Civic Engagement Series, DCG Research conducted four focus groups with community members in December 2023 on the topics of Economic Development, Education, Health and Human Services, and Public Safety. Focus groups were well attended with a total of 29 participants.

NRP built off these community engagement efforts in the development of the Strategic Action Plan. Over the course of 9-months, NRP and COIC partnered with consultants Steven Ames and Steve Maher to develop the strategies, meet with key stakeholders, conduct a community poll of the strategies, and facilitate a Community Summit. This work culminated in a final plan that was approved by the NRP Working Group and Board of Directors in late February 2025. Implementation has already begun with multiple Action Teams eager to get started, specifically addressing the Expand Funding and Education for Wildfire Preparedness and Prevention, Coordinate Efforts to Address Illegal Camping on Public Lands, and Clean Up Trash and Garbage from Forested Areas strategies. Additionally, many strategies in the Inspired Newberry focus area are being addressed by the work of South County Collaborative.

We are grateful for previous investments from the City that are currently paying for the design and development of an Action Plan booklet that can be utilized by the community and stakeholders.

Community Served

La Pine acts as a service center for remote and rural parts of South Deschutes, North Klamath, and West Lake counties. More than 15,000 residents call this region home, but few reside in La Pine city limits (3,126), making it difficult for residents to access the appropriate government officials and services for their needs. Newberry Country lacks any overarching coordinating group to serve populations both within the city limits of La Pine and the unincorporated areas. NRP was born out of the need to fill those gaps. The Partnership is a rural serving organization, and its purpose is driven by the values of resiliency and collaboration that are integral to rural life. Like many rural communities, there is already fantastic work being done by existing groups and individuals, but their work exists in silos.

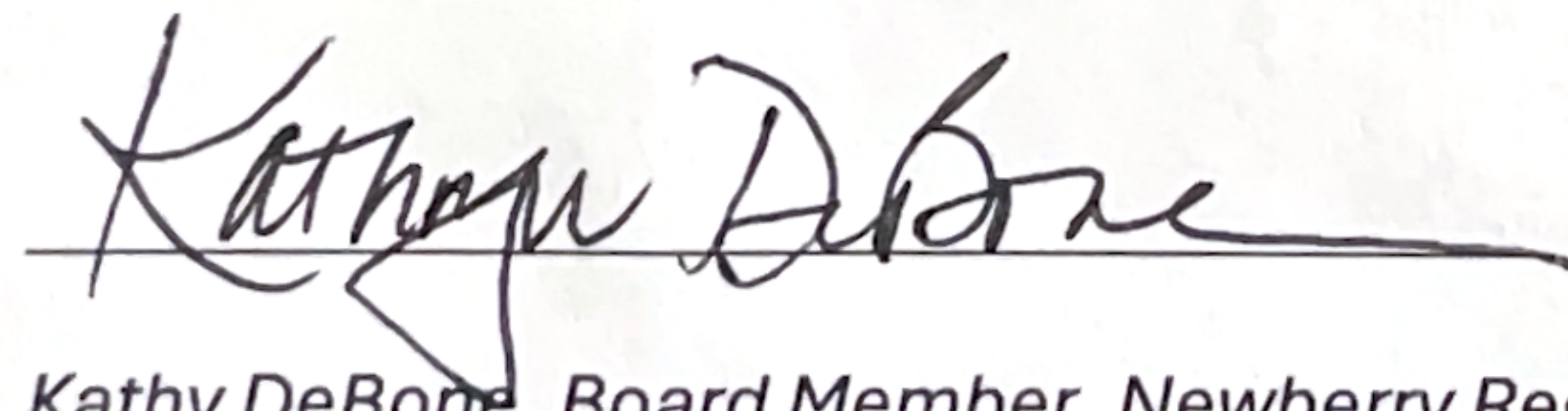
NRP works to be the connector for these silos as its mission is better achieved together rather than apart.

NRP will be recruiting community members to participate in Action Teams and identifying "Community Champions" that will lead each Team. Volunteers will be engaged at community events, tabling opportunities, email newsletter, and a Community Leaders training hosted by NRP. Engaging community members who traditionally do not participate in these types of efforts is a priority. This will be achieved through extensive outreach via flyers, mailers, social media advertising, and other creative strategies. NRP continues to rely on community input to guide projects, priorities, and areas for growth. It is also important to the organization that we bring in new partners and maintain relationships with existing ones so that we may leverage local resources and increase region-wide collaboration.

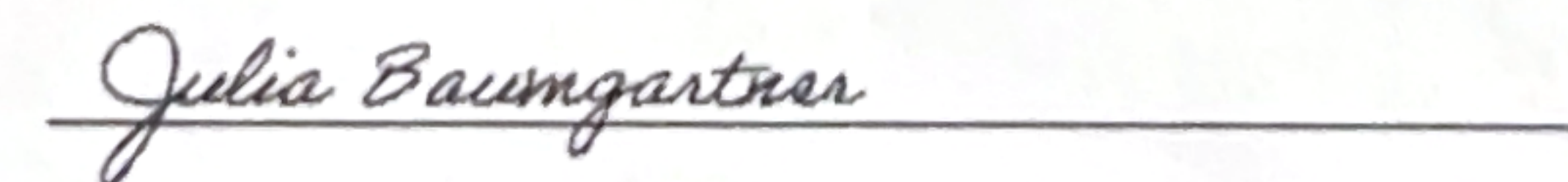
Financial Stability & Accountability

NRP is in the process of establishing 501(c)3 status and it is working to develop both its organizational structure and governing processes. We are working with Kelley Nonprofit Consulting, courtesy of The Ford Family Foundation, to develop volunteer management and grant tracking tools, define clear roles within the organization, and establish a sponsorship program. To date, NRP has received funding from foundations, community partners, and others to support the survey, focus groups, Civic Engagement Series, and the Strategic Action Plan process. Our funders include The Ford Family Foundation, Sunriver La Pine Habitat for Humanity, Central Oregon Intergovernmental Council, La Pine Park and Recreation Foundation, Roundhouse Foundation, Oregon Community Foundation, Oregon Disaster Funders Network, St. Charles, City of La Pine, and Deschutes County. We have also received in-kind support from countless volunteers, businesses, and community organizations.

There is an undeniable desire for community-led action in South Deschutes County. As partners in community development, it is important that NRP has the capacity to support community-led initiatives and projects that complement the City's efforts. The NRP team members thank the City of La Pine for their consideration of this proposal, and they look forward to working with the Council and staff in the future.

A handwritten signature in dark ink, appearing to read "Kathy DeBone", written over a horizontal line.

Kathy DeBone, Board Member, Newberry Regional Partnership

A handwritten signature in dark ink, appearing to read "Julia Baumgartner", written over a horizontal line.

Julia Baumgartner, Board Secretary, Newberry Regional Partnership

Newberry Regional Partnership		July 2025 - June 2026
INCOME		
	Amount	Status
Grants <i>(committed, planned, pending)</i>		
The Ford Family Foundation	\$10,000	Committed
Oregon Community Foundation	\$15,000	Planned - requesting in fall
Roundhouse Foundation	\$30,000	Planned - requesting in June
St. Charles Health Systems	\$15,000	Planned - will apply at future date
Deschutes County	\$5,000	Committed
City of La Pine	\$10,000	Planned - requesting in May
IBEW Local 280	\$1,500	Planned - request submitted
Midstate Roundup	\$2,500	Planned - process of applying
Ist Interstate Foundation	\$10,000	Planned - process of applying
Rotary of La Pine Sunriver	\$5,000	Planned - will apply at future date
Community Support		
Sponsorships		TBD
In Kind Support		
Sunriver Owners Association (SROA) - facility space for community meetings	\$3,000	Committed
COIC Rural Community Building staff time	\$10,000	Planned
TOTAL INCOME	\$117,000	

EXPENSE		
Program Operations		
NRP Community Coordinator (Consultant)	\$72,000	28 hours/week @ \$50/hour
Community Final Celebration - part of Strategic Plan, provision of food and childcare	\$5,500	
Legal/CPA fees	\$6,000	
Community outreach - community website, promotional materials (mailers, flyers, paid social media) for engagement with Strategic Action Planning	\$15,000	
Bookeeping and tax prep	\$7,000	
Strategic Action Plan Implementation - seed money for community projects	\$30,000	Funding from City of La Pine would go towards this item
Organizational development - staff, advisory groups, facilities, consultants, grants/donations	\$20,000	
Programming - hosting community meetings, Community Leaders Training	\$10,000	Funding from City of La Pine would go towards this item
Admin costs	\$3,500	
TOTAL EXPENSE	\$169,000	



Newberry Country

STRATEGIC ACTION PLAN 2025-2030

Planning a Bright Future for South Deschutes County

Newberry Regional Partnership
Central Oregon Intergovernmental Council

FEBRUARY 2025

NEWBERRY COUNTRY STRATEGIC ACTION PLAN 2025-30 CONTRIBUTORS

PROJECT PARTNERS

- **Newberry Regional Partnership**
- **Central Oregon Intergovernmental Council (COIC), Community & Economic Development**

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NEWBERRY REGIONAL PARTNERSHIP BOARD OF DIRECTORS

- **Geoff Wullschlager**, City of La Pine, President
- **Julia Baumgartner**, Central Oregon Intergovernmental Council, Secretary
- **Nick Tierney**, Central Oregon Intergovernmental Council, Treasurer
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- **Kathy DeBone**, Little River Strategies, Director

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NEWBERRY COUNTRY
STRATEGIC ACTION PLAN 2025-30
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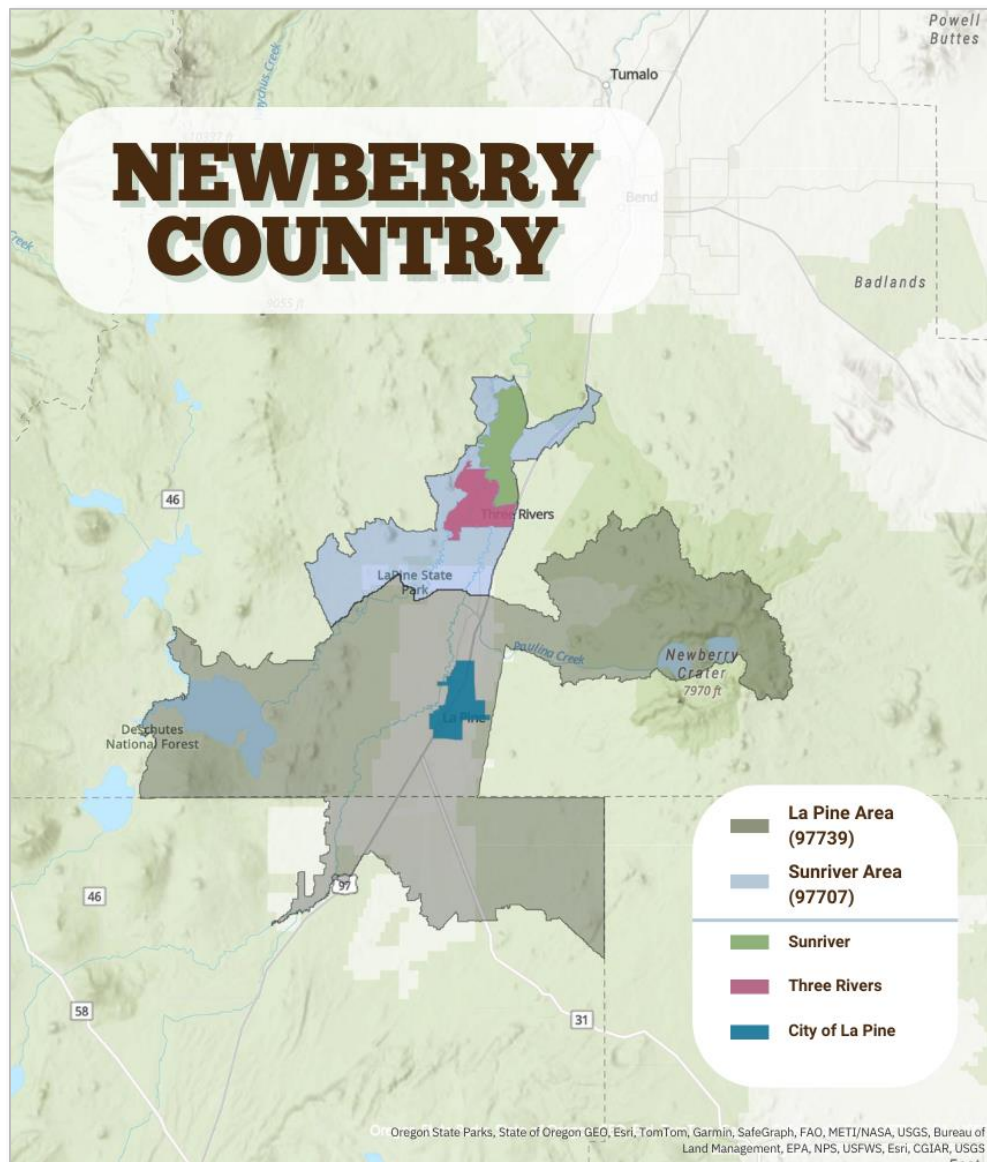
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INTRODUCTION & OVERVIEW

Planning for the Future of Newberry Country

Newberry Regional Partnership (NRP), in collaboration with the Central Oregon Intergovernmental Council (COIC), is proud to present this document, the **Newberry Country Strategic Action Plan (2025-2030)**.

The culmination of more than a year's worth of community input and a nine-month strategic planning process incorporating additional feedback, this plan presents a series of collaborative, community-based strategies intended to inform and guide the future growth and development of south Deschutes County and north Klamath County, also known as Newberry Country, enhancing and improving the quality of life of all the region's residents.



About Newberry Country

Newberry Country is a region of approximately 368 square miles, including a diversity of established communities:

- **The City of La Pine, Oregon;**
- **Sunriver, Oregon**, an unincorporated, planned residential and resort community;
- **Three Rivers, Oregon**, an unincorporated community;
- **Surrounding unincorporated areas** of rural residential development in south Deschutes County; and
- **A portion of north Klamath County** that shares a postal code with the City of La Pine.

Newberry Country encompasses two entire postal codes, 97707 and 97739, and according to the U.S. Census, was home to approximately 20,935 permanent residents in 2020. At the time, the population of the 97707 area, which includes Sunriver and Three Rivers, was estimated to be 7,833, while the population of the 97739 area, including the City of La Pine, was 13,102.

Absent the availability of more recent population forecasts and given unofficial or anecdotal reports of population growth in the region, it is likely those numbers increased significantly between 2020 and 2025. It also should be noted that the region's seasonal population can increase substantially, especially in and around Sunriver.

That tourism is a big draw in Newberry Country is no surprise given the region's dramatic landscapes and vast natural resources. These include: significant U.S. Forest Service and Bureau of Land Management public lands; the Newberry National Volcanic Monument and Big Obsidian Flow; the Deschutes River and its tributaries, the Little Deschutes and Fall rivers; Sunriver Resort; and numerous other nearby tourist and outdoor recreation destinations, including Mount Bachelor ski resort, the Lava Butte Interpretive Site, and the Oregon Outback Dark Skies Sanctuary in neighboring Lake County, the largest officially-designated dark skies sanctuary in the world.

Newberry Country's Community Values and Vision

As part of its strategic planning process and based on extensive community input, the Newberry Regional Partnership identified Newberry Country's core community values and developed an overarching vision for the future of the region. The Newberry Country values and vision statements included in this plan provided background and context for the detailed discussions and decisions that went into shaping its strategies. They are the foundation of the Strategic Action Plan. (See "Newberry Country's Community Values & Vision," page 14.)

A Newberry Country Strategic Action Plan

While the Newberry Country vision has a generational timeframe, the strategic plan itself is focused on the next six years (2025-2030). At the same time, it is acknowledged that a number of its strategies likely will take longer than six years to fully implement.

Based on extensive community input and a professionally-facilitated planning process, the Newberry Country Strategic Action Plan includes 27 specific strategies. These strategies are organized into seven focus areas or "dimensions of community vitality" as NRP also calls them, each area containing between three and five strategies. The seven focus areas are:

- **Resilient Newberry**, focusing on wildfire and public safety;
- **Livable Newberry**, focusing on growth, planning and infrastructure;
- **Sustainable Newberry**, focusing on environment, natural resources and outdoor recreation;
- **Thriving Newberry**, focusing on health, wellness and human services;
- **Prosperous Newberry**, focusing on jobs and economic development;
- **Inspired Newberry**, focusing on education, learning and youth activities; and
- **Vibrant Newberry**, focusing on arts, culture and civic life.

Each focus area includes a short vision statement for that area, and all of the strategies incorporate a number of specific elements. These include:

- An **Identification Number** reflecting the strategy's focus area and ordering within that area. (For example, the identification number "R.1" identifies the first strategy under the Resilient Newberry focus area.)
- A **Strategy Title** along with more detailed **Strategy Language**;
- A short list of **Recommended Lead Partners**, or organizations/groups that may lead the strategy's implementation;
- A short list of **Potential Supporting Partners**, or organizations/groups that may support the strategy's implementation;
- A suggested strategy **Implementation Timeline** (i.e., 1-2 years, 3-5 years, or 5+ years/ongoing); and
- Links to other plan strategies that address related or similar topics, where relevant.

Most of the plan's strategies also include specific ideas that could inform action steps to implement that strategy. This information should prove useful as actual strategy implementation begins. It also should be noted that in a few instances, Lead or Supporting Partners for a given strategy have yet to be identified. Such missing information is called out as "TBD" — or "to be determined."

For each of the plan's seven focus area, one of its strategies has been designated as a **Game Changer** strategy, implying a bold or ambitious idea that will almost certainly take more time, effort, resources, and cross-sector collaboration in order to be fully implemented. Game Changer strategies are seen as having a major positive impact on the region, helping to propel it in the direction of its overall vision. The plan's seven identified Game Changer strategies include the following:

- **Resilient Newberry:** Expand Funding and Education for Wildfire Preparedness and Prevention;
- **Livable Newberry:** Implement Traffic Safety Improvements for Major Roads, Arterials and Access to Highway 97;
- **Sustainable Newberry:** Assist Property Owners in Retrofitting Septic Systems;
- **Thriving Newberry:** Improve Access to Health Care Specialists and Emergency Room Services;
- **Prosperous Newberry:** Create a Defined Downtown Area in La Pine with Small Businesses and Better Traffic Flow;
- **Inspired Newberry:** Support Efforts to Increase Student Graduation Rates; and
- **Vibrant Newberry:** Support an Independent News Organization Based in Newberry Country

Of particular note, six of the seven Game Changers scored as "top pick" strategy ideas when tested with the public as part of NRP's Community Poll (see "The Strategic Planning Process," page 11). For

technical reasons during the poll, the seventh Game Changer (“Independent News Organization”) did not receive a top pick score, but is known to have strong support in the community.

Implementing Newberry Country’s Strategic Action Plan

While Newberry Regional Partnership is seen the primary sponsor and steward of Strategic Action Plan implementation, a number of public, private and civic sector organizations were consulted in development of the plan — and many of them are recommended as possible Lead Partners. It also is recognized that engaging specific organizations or groups to step up as Lead Partners will be an important task in moving the plan forward and may involve further discussions or more formal agreements.

The consultants for this plan also developed a separate organizational strategy for the NRP Board and staff, outlining specific steps and actions they may take to help guide facilitation of plan implementation. In general terms, these include:

- **Setting the stage** for the Action Plan’s public release in Spring 2025;
- **Forming the Action Teams** to shepherd implementation of the plan’s seven focus areas and their respective strategies;
- **Assisting Lead Partners** as a source of support, contacts and information during plan implementation; and
- **Ensuring accountability** of the plan to the wider community by monitoring and communicating progress on its strategies over its lifetime.

During year one of plan implementation (2025-2026), much of NRP’s activities are expected to be involved in preparing the organization for plan implementation, forming Action Teams, confirming the plan’s Lead Partners, formally launching the new plan at a major public event planned for the Autumn 2025, releasing a graphical “action plan booklet” intended for the wider public dissemination, and orientating the plan’s Lead Partners to assist in their implementation roles.

The Newberry plan is intended to enhance and improve the quality of life of all the region’s residents.

In the years to follow, NRP is expected to be much more focused on supporting ongoing strategy implementation, monitoring implementation progress, reporting back to the community, and other potential activities yet to be identified.

Over time, this plan is designed to be periodically revised and updated as some strategies are fully implemented and other, newer strategies are proposed and incorporated into the plan. As such, its potential is to continue serving as a “living plan,” guiding the region’s growth, development and livability for years to come.

For more information on Newberry Regional Partnership, its Strategic Action Plan and background reports, or its related activities, please visit NRP at: <https://newberryregionalpartnership.org>.

AN IN-DEPTH COMMUNITY CONVERSATION

Learning from Newberry Country's Residents

Between June and December 2023, Newberry Regional Partnership (NRP), working with the City of La Pine, Sunriver Owners Association, COIC, and Habitat for Humanity La Pine Sunriver, retained DCG Research to engage Newberry Country residents in providing input about growth and change in the region through a survey and focus groups. Their research included the communities of Sunriver, Three Rivers, the City of La Pine, and surrounding unincorporated areas, along with the portion of northern Klamath County that shares a postal code with La Pine.

NRP connected with more than 1,500 residents through three main engagement tools:

- **An online community survey;**
- **Nine open community civic engagement sessions;** and
- **Four invitational focus group discussions** on major topics of concern, including education, economic development, public safety and health.

Summaries of these activities can be found at NRP's website: <https://newberryregionalpartnership.org>.

Community Satisfaction, Concerns and Desired Actions

An analysis of data generated by these three tools found that Newberry Country residents shared similar views about many of the challenges facing their community. Across the board, the most commonly expressed desired actions by residents included:

- **Intensified steps taken to prepare for and prevent wildfires;**
- **Improved and expanded infrastructure** (i.e., transportation, water, sewer, broadband service);
- **Improved specialty health care services;** and a
- **More effective education system.**

Additionally, they called for more affordable housing, increased family wage jobs, and a wider choice of public amenities.

Encompassing input from 1,162 residents, the community survey provided the broadest reading of community satisfaction and concerns. In general, while the survey found areas of relatively high satisfaction, there were also significant concerns. In one instance — satisfaction with fire protection services and concerns over wildfire and climate-change impacts — both community satisfaction and concerns were rated equally highly.

Residents were asked how pleased they were with the following:

- **Outdoor recreation opportunities** (72 percent of respondents were pleased)
- **Fire protection services** (69 percent)
- **Law enforcement** (64 percent)
- **Family-friendly things to do** (58 percent)
- **Retail shopping choices** (47 percent)
- **Quality of public education** (44 percent)

At the same time, residents' top five concerns for the future were just as highly rated:

- **Drug-and-crime problems** (71 percent of respondents were concerned)
- **Wildfires and climate-change impacts** (70 percent)
- **Lack of affordable and available housing** (60 percent)
- **Access to local health care** (60 percent)
- **Lack of public transportation** (53 percent)

Community Attitudes on Growth

More generally, DCG's community outreach work found Newberry Country residents citing strong population growth as a threat to the region's rural lifestyles. They said growth was negatively impacting natural resources (including water sources) and access to outdoor recreation, and has led to traffic congestion and higher housing costs.

Additionally, 68 percent of respondents said they wanted the community to gain greater control over the region's growth, while 65 percent said they wanted officials to prevent overbuilding and overdevelopment.

Such concerns are largely supported by available data on recent trends: Between 2010 and 2020, Deschutes County's unincorporated areas grew by 40,520 people, a 25-percent jump, and the City of La Pine's population rose from 1,640 to 2,512, a 53-percent hike, according to the U.S. Census Bureau. In July 2023, La Pine was cited as Oregon's second fastest-growing city, according to Portland State University's Population Estimate Reports. The influx of people has exacerbated an already tight housing market and caused tension between longtime residents and people moving to the region.

While research found many areas of common ground, Newberry residents did not agree on every issue.

While the analysis of DCG Research data found many areas of common ground among Newberry Country residents, participants in the engagement process did not agree on every issue — at least at the same rate, as the following examples reveal:

- Anti-growth sentiments were found to be stronger in the La Pine area than in the Sunriver area — perhaps not surprising given La Pine's history as a rural community. La Pine residents, for example, were more concerned about losing the region's small town atmosphere and rural lifestyles than Sunriver residents.
- The rate of La Pine area residents concerned about wildfires and illegal camping was higher than the rate of Sunriver area residents. (These concerns were supported by subsequent wildfire events, including 2024's Darlene 3 fire east of La Pine.)
- The rate of Sunriver area residents concerned about hunting and shooting near populated areas was five times higher than what was found among La Pine residents.
- Sunriver residents also wanted overcrowding caused by tourists at recreation sites and inside Sunriver itself to be addressed.

- A lower percentage of residents in northern Klamath counties expressed concerns about the impacts of growth than did Deschutes County residents. At the same time, they were more worried about the lack of health care services and harm done to natural resources than those in Deschutes.

Different Demographic Profiles

Part of the reason for differing opinions in Newberry Country may lie in the socioeconomic diversity of the region. While area residents overall are older and less diverse than Oregon residents as a whole, the Sunriver, Three Rivers and La Pine communities in particular are demographically quite different from one another in several ways, according to the following data from the 2020 U.S. Census and the 2022 American Community Survey:

- Annual median household income is substantially higher in the Sunriver area (\$78,508) and in the Three Rivers area (\$75,313) than in the La Pine area (\$56,318).
- Those holding at least a bachelor's degree is significantly higher in the Sunriver area (50.5 percent) and Three Rivers area (40.4 percent) than in the La Pine area (15.6 percent).
- The median age of residents in the Sunriver area is 60.2 years versus 47.9 years for residents in the City of La Pine.
- The percentage of veterans living in the La Pine area (16.3 percent) is notably higher than in the Sunriver area (9.3 percent) and the Three Rivers area (9.9 percent).
- The percentage of people with disabilities living in the La Pine area (21.6 percent) is dramatically higher than in the Sunriver area (10.3 percent) and the Three Rivers area (13.9 percent).
- The home ownership rate is substantially lower within the City of La Pine (57.0 percent) than it is in the Sunriver area (88.1 percent) and in the Three Rivers area (87.8 percent).

These distinctions seemed clearly evident in DCG's research and findings.

A Foundation for the Strategic Action Plan

Overall, NRP's 2023 community engagement activities provided a solid foundation for the next phase of activity undertaken by NRP: conducting a comprehensive, community-based strategic planning process engaging key stakeholders and resulting in this Strategic Action Plan (See "The Strategic Planning Process," page 11).

During the planning process, community concerns originally identified by DCG and NRP's engagement activities, were explored in greater depth by NRP's planning consultants, including the use of qualitative data analysis (QDA) software. The result was an in depth *Summary of Community Input* (July 2024). (This report can be found at the NRP website: <https://newberryregionalpartnership.org>.)

This detailed analysis of community engagement assisted the Partnership in developing an initial list of 92 specific ideas for possible action that were subsequently condensed and refined into 64 draft strategy ideas, tested with the community through online polling, discussed and prioritized by key regional stakeholders, ultimately resulting in 27 final strategies. These strategies were firmly grounded in input gathered from across the Newberry Country region.

THE PLANNING PROCESS

Engaging Citizens, Community Leaders & Stakeholders

Following its extensive process for soliciting community input (see “An In-Depth Community Conversation,” page 8), Newberry Regional Partnership (NRP), working in collaboration with Central Oregon Intergovernmental Council (COIC), and with funding from The Ford Family Foundation, retained consultants Steven Ames of Steven Ames Planning and Steve Maher of Steve Maher New Media, to begin development of the Strategic Action Plan. Work on the plan commenced in May 2024 and concluded in February 2025.

As a result of NRP’s previous community outreach and engagement, the consultants had a large quantity of information on community perceptions of regional challenges and opportunities. This helped condense the timeline of the planning process. What remained was a series of tasks designed to merge public aspirations with stakeholder input into a targeted list of actionable strategies for inclusion in a final strategic plan. Major tasks included:

- **Developing a community input database and undertaking an analysis** to identify ideas for actionable strategies;
- **Conducting an on-site visit to meet with key stakeholders** and develop a better understanding of the region, its decision-makers and key stakeholders;
- **Preparing a summary of community input;**
- **Identifying potential strategy ideas** by merging community input with key stakeholder feedback on local opportunities and constraints;
- **Refining and testing draft strategy ideas** with the community at large via an online poll;
- **Developing statements of community values and vision** based on community input
- **Preparing final draft strategy ideas** for testing with key stakeholders
- **Presenting top-scoring strategy ideas to key stakeholders** for review, comment and prioritization at a regional Action Summit;
- **Refining and testing draft strategies with key stakeholders** at the Action Summit and developing supplemental strategy information for inclusion in the plan;
- **Developing the strategic action plan** for publication.

What remained was merging public aspirations with stakeholder input into a list of actionable strategies.

Completing all these tasks took approximately nine months. Below is a detailed look at these tasks undertaken by the consultants, working in close collaboration with the NRP/COIC Project Team:

- **Community Input Database & Analysis.** In May and June 2024, the consulting team compiled and organized all previously gathered community input into a unified database, encompassing 2023’s Community Survey, Focus Group Report, and Community Civic Engagement Sessions (see “An In-Depth Community Conversation,” page 8). Next, they utilized special software to conduct a qualitative data analysis of all community input, organizing key findings by NRP’s identified

strategic plan focus areas and newly identified subtopics, and developing a preliminary slate of potential strategy ideas for each area.

- **On-Site Consultants Visit.** In June, the consulting team conducted an extensive, two-day site visit to Newberry Country, visiting La Pine, Sunriver, Three Rivers and other unincorporated residential areas to develop a better understanding of the community, its decision-makers, and key stakeholders. During this visit, the team met with NRP Working Group and Advisory Committee members, City of La Pine officials, Deschutes County planners, La Pine and Sunriver public safety officers, Sunriver/La Pine Economic Development (SLED), Sunriver Area Chamber of Commerce, Sunriver Owners Association, Habitat for Humanity, a local bank, private business owners and operators, education activists, and others. They also toured local housing developments, business parks, community health and recreation facilities, other public facilities and commercial areas. Information from this tour was compiled, beginning a transition from high-level community input to more focused stakeholder input from local decision-makers and potential plan partners.
- **Summary of Community Input.** In July, the consultants completed a comprehensive summary of all community input to date. (The *Summary of Community Input* can be found at the NRP website: <https://newberryregionalpartnership.org>.) The report included an analysis of the 2023 community survey, focus groups, and community civic engagement sessions. It also incorporated a comparative analysis of census data for the region's two postal codes along with appendices containing additional analytical details. This compendium became the source document for potential strategy ideas.
- **Draft Strategy Ideas.** In July and August the consultants readied a list of draft strategy ideas based on all community input to date for an online community poll. Each draft strategy idea included a title for potential testing in the poll and more in-depth strategy language for further development upon completion of polling. Out of 92 ideas originally gleaned from community input, 64 draft strategies ideas were earmarked for testing based on perceived community priorities. These ideas were reviewed and refined by the Project Team for inclusion in the polling instrument.
- **Community Poll.** In August, the online community poll was developed and administered by the consultants over a period of three weeks. Ultimately, some 350 community members participated in the poll and the results were finalized in a document released in early September. (The *Community Poll Report* can be found at the NRP website: <https://newberryregionalpartnership.org>.)

Subsequently, the consultants developed a detailed matrix of poll results comparing ratings for specific strategy ideas from different geographic areas of the region. (Entitled "A Closer Look at Poll Rankings and Gaps," this matrix can also be found at the NRP website.) While this analysis revealed significant areas of agreement on priority strategy ideas, there were also divergent priorities. Both proved to be critical in developing final strategies that reflected the region's diverse communities. (See *Community Poll Report* Appendix, page 11.)

- **Community Values & Vision Statements.** In August, the consultants also revisited community input and site visit information to glean high-level concepts for development of draft regional values and vision statements for inclusion in the final strategic plan. These statements were reviewed and refined by the Project Team and revealed at a fall Action Summit for key stakeholders.

- **Final Draft Strategies.** In September-October, the consultants and Project Team began an in-depth process of reviewing polling results and input from key stakeholders to develop a final slate of draft strategies for the Action Summit in November. Several iterations of the draft strategies were developed and revised before the Project Team landed on a final draft slate to submit to Summit participants.
- **Newberry Country Action Summit.** In mid-November, the full-day Newberry Country Action Summit was conducted at the Sunriver Homeowners Aquatic & Recreation Center. Some 75 stakeholders from public, private, civic and community based-organizations from all corners of the region participated in this hands-on workshop. The Summit program included briefings on NRP’s strategic planning process, what the project had learned from the community, and an overview of the proposed Strategic Action Plan. For the rest of the day, participants broke out into the plan’s seven focus areas, reviewing and commenting on their respective draft strategies, proposing implementation timelines, and identifying recommended implementation partners. They also voted on a “Game Changer” strategy for every area of the plan. Participants were also invited to sign up for NRP’s proposed focus area Action Teams to be formed after release of the plan. Detailed results of the Summit were compiled by COIC staff before finalizing the strategies and commencing plan development.
- **Final Strategic Action Plan.** From November 2024 to February 2025, the consultants and Project Team worked to pull together the final NRP Strategic Action Plan. As outlined in “Planning for the Future of Newberry County,” (page 4), additional details were developed for each of 27 strategies, including implementation timelines, Recommended Lead Partners, and Potential Supporting Partners. In addition, a “Game Changer” project was selected for each focus area, along with a statement on its rationale and potential community benefit. After a final review by the NRP Working Group and selected key stakeholders, the plan was completed in early February 2025 and adopted by the NRP Board on February 20, 2025.

NEWBERRY COUNTRY'S VALUES & VISION

Our Shared Beliefs & Aspirations for the Future

Values and vision statements provide a foundation for the discussions and decisions that go into creating a strategic plan. For such a plan to connect with the community it should be consistent with its shared values and add specificity to its vision for the future.

Community values can be defined as those deeply held beliefs about a place that are widely shared by its residents. Typically, a community's values reflect those qualities it prizes most — and does not wish to lose going forward.

A community's vision reflects its aspirations for the future, a preferred scenario of what the community could be 10, 20 or 25 years into the future. A vision's timeframe can be thought of as generational — planning for the lives of the next generation and beyond. Based on input from the community, below are Newberry Country's community values and vision.

WE VALUE...

- Our region's rural history and independent spirit
- Our broad diversity of communities and lifestyles
- Our small-town atmosphere and family-friendly amenities and activities
- Our easy access to Central Oregon's forests, rivers and volcanic wonders
- Our regional economy that provides family-wage jobs and builds prosperity
- Our expanding health care facilities and new educational opportunities
- Our diverse options for more affordable living
- Our police, emergency responders and firefighters who keep us safe and secure

OUR VISION...

Our vision for Newberry Country is to be Central Oregon's most livable place, known for its dramatic natural landscapes, awesome recreational opportunities, and diverse mix of rural, small-town and resort lifestyles.

We are a network of communities, each offering a distinct way of life that helps make us complete:

- La Pine has a lively downtown, affordable housing, and is a center for employment and retail services, excellent healthcare, and quality education.
- Sunriver is a vacation and retirement mecca, arts and culture magnet, and an economic engine in its own right.
- Our rural areas offer high-amenity and backcountry living that is safe, tranquil and fire-wise.

In our vision, Newberry Country connects its distinct communities in a mutually beneficial way, fostering a unique regional identity, a culture of engagement and belonging, and a future that is healthy, prosperous, sustainable and resilient.

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NEWBERRY COUNTRY'S STRATEGIES How We Will Work to Achieve Our Vision



Newberry Country Action Summit Participants, November 14, 2024, Sunriver, Oregon

RESILIENT NEWBERRY COUNTRY
Our Plan for Wildfire & Public Safety
(★ = Top-Scoring Strategies in NRP Community Poll)

OUR VISION FOR A RESILIENT NEWBERRY

We envision a Resilient Newberry Country, where we develop information and resources to prepare for, prevent and respond to wildfire and other adverse events that threaten our community's health, safety, and well-being.

OUR GAME CHANGER STRATEGY

R.1 Expand Funding and Education for Wildfire Preparedness and Prevention. ★

Establish local government and community-based support for fire-safe education and funding for property owners' wildfire safety improvements. Conduct regular community-based meetings with fire officials to educate residents about wildfire preparedness and prevention steps. Identify resources to help property owners create defensible space, install fire-safe landscaping, and undertake fire-safe building retrofits. Create a community-based Fire Prevention and Protection Coordinator position that serves Newberry Country.

Rationale / Community Benefit: In a Central Oregon of warmer temperatures and more frequent drought, much of Newberry Country is increasingly at risk for destructive wildfires that threaten lives, property, and livelihoods. The Darlene 3 fire of 2024 demonstrated just how endangered our communities can be. The NRP public survey found 73 percent of the nearly 1,000 respondents requesting more steps be taken in the community to prepare for and prevent wildfires. By expanding fire-wise education and funding for local property owners, informing area residents on wildfire preparedness and prevention, and promoting greater coordination among these and other efforts, we can greatly reduce the risk of catastrophic wildfires in our future. The time to strengthen those efforts is now.

Implementation Timeline: 5 years/ongoing

Recommended Lead Partners: Oregon State Fire Marshal, Newberry Regional Partnership, La Pine Rural Fire Protection District, Deschutes County Forester, Sunriver Fire Department

Potential Supporting Partners: Team Rubicon, Central Oregon Intergovernmental Council, Upper Deschutes River Communities, Midstate Electric Cooperative, Oregon Department of Forestry, OSU Extension Service, Central Oregon Fire Prevention Cooperative

Related Strategies: See also Resilient Newberry R.3, Livable Newberry L.4

ADDITIONAL STRATEGIES FOR A RESILIENT NEWBERRY

▪ R.2 Coordinate Efforts to Address Illegal Camping on Public Lands. ★

Promote a coordinated effort by the Bureau of Land Management, U.S. Forest Service, Deschutes County Sheriff's Office and other public and private sector partners to address the public health and safety impacts of illegal camping on Public Lands in Newberry Country through increased funding, intervention and enforcements tools and options.

Implementation Timeline: 5 years/ongoing

Recommended Lead Partners: Newberry Regional Partnership, Deschutes County Sheriff's Office, City of La Pine, Bureau of Land Management

Potential Supporting Partners: United States Forest Service, St. Vincent De Paul, Deschutes County Behavioral Health, Central Oregon Intergovernmental Council

Related: See also Sustainable Newberry S.2, Thriving Newberry T.3 & T.5

▪ **R.3 Investigate Improvement to Wildfire Evacuation Routes and Signage.**

Investigate improvements to evacuation signage on designated and alternate wildfire evacuation routes for Newberry County residents and visitors. Address the evacuation challenges associated with Sunriver's complicated road system and large numbers of visitors during summer months.

Implementation Timeline: 1-2 years

Recommended Lead Partners: Sunriver Police Department, Deschutes County Sheriff's Office, Deschutes County Emergency Services, Deschutes County Road Department, Sunriver Resort, Sunriver Owners Association

Potential Supporting Partners: Project Wildfire, Firewise Communities

Related: See also Resilient Newberry R.1, Livable Newberry L.1

Other Strategy Ideas Tested in the Community Poll for Future Consideration

- Construct Pedestrian and Bicyclist Mobility Amenities and Safety Enhancements.
- Provide Visitor Information and Promote Digital Literacy on Wildfire Safety.
- Expand and Improve 'Safe Routes to School'.
- Establish and Enforce Restrictions on Hunting in Residential and Recreational Areas.

LIVABLE NEWBERRY COUNTRY
Our Plan for Growth, Planning & Infrastructure
(★ = Top-Scoring Strategies in NRP Community Poll)

OUR VISION

We envision a Livable Newberry Country, where we manage growth and development to enhance our quality of life, improve public amenities and services, and preserve our sense of place and community feel.

OUR GAME CHANGER STRATEGY

L.1. Implement Traffic Safety Improvements for Major Roads, Arterials, and Access to Highway 97. ★
Implement new traffic safety improvements on major roads and arterials in Newberry Country, calming traffic and strengthening public safety by adding stop lights, roundabouts and related roadway enhancements, including Burgess Road and Huntington Road. Improve safe and convenient access onto and off Highway 97.

Rationale / Community Benefit: Newberry Country has numerous challenges in its local and regional transportation network, including roadway and arterial conditions, traffic connectivity, highway access, and public safety. The NRP public survey found the transportation system among the top concerns of Newberry residents — notably a lack of infrastructure to accommodate increasing traffic and the safety of roads for motorists, pedestrians and bicyclists. While expensive, improvements to our local roadways and arterials would make a vital contribution to our region's traffic flow, not only supporting safe and convenient mobility, but also promoting local commerce and economic development, safer evacuation routes and emergency traffic, and better public transportation.

Implementation Timeline: 5 years/ongoing

Recommended Lead Partners: Deschutes County Road Department, Oregon Department of Transportation, City of La Pine

Potential Supporting Partners: Oregon Transportation Commission, Oregon State Senators and Representatives, Local Road Districts

Related Strategies: See also Resilient Newberry R.3, Prosperous Newberry P.2

ADDITIONAL STRATEGIES FOR A LIVABLE NEWBERRY

- **L.2 Improve Public Transportation in Newberry Country.**
Work with Cascade East Transit and other stakeholders to improve public transportation service within Newberry Country and to the Bend area with a focus on creating convenient and accessible routes for commuters, seniors, people with disabilities, and youth.

Implementation Timeline: 5 years/ongoing

Recommended Lead Partners: Cascades East Transit, Newberry Regional Partnership

Potential Supporting Partners: Central Oregon Intergovernmental Council, City of La Pine, Oregon Disabilities Commission, La Pine Activity Center, La Pine Community Health Center

Related: See also Prosperous Newberry P.2, Thriving Newberry T.1

- **L.3 Implement Solutions for Long-Term Water Quality, Supply and Conservation. ★**
Secure funding to identify and implement solutions for long-term water quality and supply for Newberry Country. Develop and implement new, more effective water conservation measures, reducing unnecessary water consumption by homes, businesses and public buildings.

Implementation Timeline: 5 years/ongoing

Recommended Lead Partners: Deschutes Soil and Water Conservation District, Oregon Water Resources Department

Potential Supporting Partners: Central Oregon Intergovernmental Council, City of La Pine, Oregon Department of Environmental Quality, Deschutes Land Trust, Deschutes County Community Development

Related: See also Sustainable Newberry S.1

- **L.4 Improve Cell Tower Capacity and Internet Access across Newberry Country. ★**
Expand and improve cell tower capacity across rural Newberry Country to enhance reception and prevent overloads in the event of an emergency that could interfere with alert systems or other ways of notifying residents. Explore partnerships with internet service providers to expand broadband to unserved or underserved households in Newberry Country. Educate residents in areas with no Internet access about the availability of satellite services.

Implementation Timeline: 5 years/ongoing

Recommended Lead Partners: Internet Service Providers, City of La Pine, Deschutes County

Potential Supporting Partners: Sunriver/La Pine Economic Development, Deschutes Public Library, Central Oregon Intergovernmental Council

Related: See also Resilient Newberry R.1

Other Strategy Ideas Tested in the Community Poll for Future Consideration

- Explore Stronger Regulations to Control Short-Term Rentals in Rural Areas.
- Expand Habitat for Humanity's Critical Home Repair Program.
- Develop Protected Urban Bikeways and Pedestrian Pathways.
- Support Improvements to Aging Manufactured or Prefabricated Dwellings.
- Develop a Collaborative Work Space to House Local Nonprofit Organizations.

SUSTAINABLE NEWBERRY COUNTRY

Our Plan for Environment, Natural Resources & Outdoor Recreation

(★ = Top-Scoring Strategies in NRP Community Poll)

OUR VISION

We envision a Sustainable Newberry Country, where we conserve and protect the environment, steward our natural resources, and promote public access and enjoyment of our region's many natural wonders.

OUR GAME CHANGER STRATEGY

S.1 Assist Property Owners in Retrofitting Septic Systems. ★

Pursue additional funding opportunities to retrofit conventional, substandard, and failing septic systems, mitigating the impacts on water quality and the environment in Newberry Country. Explore opportunities to educate and assist property owners in improving their septic systems and reducing costs for new systems. Consider alternatives for long-term wastewater management, which include sewer systems or clustered systems in unincorporated areas of the region.

Rationale/Community Benefit: Newberry Country is blessed with its own distinctive natural features, including extensive riparian areas along the Deschutes, Little Deschutes, and Fall rivers. Residents and visitors alike rely on these assets for clean drinking water, safe recreation, and economic opportunities. However, conventional, substandard, and failing residential and commercial septic systems threaten to pollute nearby surface water and groundwater resources, posing serious public health and environmental safety concerns. In community input received by NRP, Newberry Country residents expressed concerns about environmental protections and said they want water and sewer infrastructure to be significantly upgraded. Assisting area property owners in retrofitting septic systems, including help in defraying the cost of such repairs, will help them secure their own housing investments, improve public health, and protect our environment. It's a win-win for everyone.

Implementation Timeline: 5 years/ongoing

Recommended Lead Partners: Central Oregon Intergovernmental Council, Deschutes County, Oregon Department of Environmental Quality, NeighborImpact

Potential Supporting Partners: Septic Contractors, Property Owners

Related: See also Livable Newberry L.3

ADDITIONAL STRATEGIES FOR A SUSTAINABLE NEWBERRY

▪ S.2 Clean Up Trash and Garbage from Forested Areas. ★

Working with the U.S. Forest Service, Bureau of Land Management and other federal, State and local government agencies, clean up trash and garbage from Newberry Country forested areas, including areas where homeless camps are located.

Implementation Timeline: 1-2 years

Recommended Lead Partners: Newberry Regional Partnership, Republic Services, Public Land Stewards

Potential Supporting Partners: Bureau of Land Management, US Forest Service, Deschutes County Sheriff's Office, Construction Companies, Homeowner Associations, Individual Volunteers

Related: See also Resilient R.2

- **S.3 Support the Revitalization of La Pine Park and Recreation District.**

Preserve and strengthen recreational opportunities and programming in La Pine, including support for the revitalization of La Pine Park & Recreation District, with a focus on organizational governance, management and sustainability.

Implementation Timeline: 3-5 years

Recommended Lead Partners: La Pine Parks and Recreation District, La Pine Park and Recreation Foundation

Potential Supporting Partners: Central Oregon Intergovernmental Council, Special Districts Association of Oregon, Parent Associations

Related Strategies: See also Prosperous Newberry P.2

- **S.4 Expand Curbside and Drop-Off Recycling Services in Sunriver, Three Rivers and La Pine Areas. ★**

Work with Deschutes County and private waste management companies in Newberry Country to offer affordable options for curbside recycling and open drop-off recycling centers where such services are not currently available. Couple expansion efforts with public education to ensure residents are recycling properly.

Implementation Timeline: 1-2 years

Recommended Lead Partners: Republic Services, Deschutes County Solid Waste

Potential Supporting Partners: Deschutes Board of County Commissioners

Related: N/A

Other Strategy Ideas Tested in the Community Poll for Future Consideration

- Expand and Develop Multi-Use Parks and Recreational Facilities to Accommodate a Wider Range of Interests.
- Promote Renewable Energy Use by Residences, Businesses and Public Buildings, and Construction of Large-Scale Alternative Energy Installations.
- Build More Pedestrian and Bike Paths in Sunriver, Three Rivers, and Oregon Water Wonderland.

THRIVING NEWBERRY COUNTRY
Our Plan for Health, Wellness & Human Services
(★ = Top-Scoring Strategies in NRP Community Poll)

OUR VISION

We envision a Thriving Newberry Country, where we support community health and wellness, ensure convenient access to comprehensive healthcare, and address the urgent health and services needs of our entire community.

OUR GAME CHANGER STRATEGY

T.1 Improve Access to Health Care Specialists and Emergency Room Services. ★

Continue to improve access to health care services for Newberry Country residents by increasing the number of specialists, opening a 24-hour emergency room, establishing a trauma-informed practitioner network, adding infusion therapies, expanding telehealth options, and providing transportation for residents who have medical appointments and other health-related needs in Bend.

Rationale / Community Benefit: For many residents of Newberry Country, staying healthy involves long drives north for medical services in Bend, often in dangerous winter driving conditions or relying on infrequent public transportation. This puts a tremendous burden on our lower income residents, the elderly, families with children, and unhoused community members. Responding to acute health emergencies that require immediate attention adds another layer of risk. Sixty percent of NRP survey respondents cited access to health care as a major community concern. In particular, residents mentioned the lack of 24/7 emergency care and specialty care. In the last few years, the region has made significant strides in healthcare services, especially with the new La Pine Community Health Center facility. However, significant gaps in services remain, including a 24-hour emergency room. Addressing these gaps will help complete the system, greatly improving the health of all our residents.

Implementation Timeline: 5 years/ongoing

Recommended Lead Partners: La Pine Community Health Center, St. Charles Health Systems, La Pine Rural Fire Protection District

Potential Supporting Partners: Deschutes County Health Services, Cascades East Transit

Related Strategies: See also Livable Newberry L.2, Prosperous Newberry P.2

ADDITIONAL STRATEGIES FOR A THRIVING NEWBERRY

▪ T.2 Promote Access to Affordable Fresh, Nutritious and Locally Produced Foods. ★

Promote greater access to affordable, fresh, nutritious, and locally produced foods in Newberry Country, including exploring opportunities to recruit a new competitively priced grocery store. Work to alleviate food desert status in applicable communities.

Implementation Timeline: 3-5 years

Recommended Lead Partners: Living Well La Pine, OSU Extension Service, High Desert Food and Farm Alliance, La Pine Community Health Center, Deschutes Public Library, Oregon Department of Human Services

Potential Supporting Partners: NeighborImpact, Sunriver/La Pine Economic Development, St. Vincent De Paul, La Pine Community Kitchen, Little Deschutes Grange, North Klamath County Farmers Market
Related: N/A

■ **T.3 Expand Behavioral Health Services throughout Newberry County. ★**

Working with Deschutes County and healthcare providers, expand the availability of behavioral health services throughout Newberry County, assisting all area residents experiencing mental health issues, substance use disorders, and developmental disabilities. Increase coordination and collaboration among behavioral health providers and mental health crisis first responders.

Implementation Timeline: 3-5 years

Recommended Lead Partners: La Pine Community Health Center, Deschutes County Behavioral Health

Potential Supporting Partners: St. Charles Health Systems, La Pine Rural Fire Protection District, Deschutes County Sheriff's Office, National Alliance on Mental Illness

Related: See also Resilient Newberry R.2, Thriving Newberry T.4 & T.5

■ **T.4 Establish a Nonprofit Comprehensive Alcohol and Drug Treatment Center.**

Establish an alcohol-and-drug treatment nonprofit based in La Pine and serving all of Newberry County with inpatient and outpatient care, including stabilization services and substance-use disorder programs.

Implementation Timeline: 3-5 years

Recommended Lead Partners: TBD

Potential Supporting Partners: TBD

Related: See also Thriving Newberry T.3

■ **T.5 Coordinate with Regional Partners to Stabilize Unhoused Populations. ★**

Coordinate with local and regional partners to plan for and improve access to services that help stabilize unhoused populations in Newberry County, including food and medical care, job training, and other wraparound services. Explore longer term options for regional partners to develop transitional housing and emergency shelter facilities in Newberry County.

Implementation Timeline: 5 years/ongoing

Recommended Lead Partners: Deschutes County Behavioral Health, NeighborImpact, The Door, La Pine Community Health Center, Deschutes County Sheriff's Office

Potential Supporting Partners: St. Vincent De Paul, La Pine Community Kitchen, Home More Network, Faith Based Organizations, REACH, Homeless Leadership Coalition, Multi-Agency Coordinating Group

Related: See also Resilient Newberry R.2, Thriving Newberry T.3

Other Strategy Ideas Tested in the Community Poll for Future Consideration

- Mitigate Impacts of Wildfire Smoke on Residents, Children and Outdoor Workers.
- Provide Home Health Care and Infusion Therapies in Newberry County.
- Increase Organized Activities for Community Members with Disabilities.
- Promote Community Education on the Impacts of Poverty and Trauma.
- Open a Community Pharmacy Facility in Sunriver.

PROSPEROUS NEWBERRY COUNTRY
Our Plan for Jobs & Economic Development
(★ = Top-Scoring Strategies in NRP Community Poll)

OUR VISION

We envision a Prosperous Newberry Country, where we support small businesses, create family-wage jobs, provide training for the local workforce, and develop housing so that residents can afford to both live and work in the region.

OUR GAME CHANGER STRATEGY

P.1 Create a Defined Downtown Area in La Pine with Small Businesses and Better Traffic Flow. ★

Create a better-defined downtown area in La Pine that is more walkable with shops and small, locally owned businesses. Develop unique “placemaking” elements such as a “Welcome to La Pine” archway, streetscaping, and signage, creating an integrated theme that attracts both residents and visitors.

Rationale / Community Benefit: Unofficially, La Pine is 115 years old; at the same time it is Oregon’s newest incorporated city and, by some measures, one of its fastest growing. Despite its rich past, La Pine has lost some of its historic character over the years — even while the desire to retain its small-town feel is strong. During NRP’s outreach work, residents expressed the need for a greater variety of places to shop and eat in downtown La Pine that would, in turn, generate more foot traffic and give a boost to small businesses. A concentrated effort to create a more defined downtown area will help La Pine shape a more dynamic economy, attracting businesses and providing jobs while making downtown more welcoming for residents and visitors alike.

Implementation Timeline: 5 years/ongoing

Recommended Lead Partners: City of La Pine, La Pine Urban Renewal

Potential Supporting Partners: La Pine Chamber of Commerce, Visit Central Oregon, Oregon Department of Transportation, Oregon Main Street, Deschutes County Road Department

Related Strategies: N/A

ADDITIONAL STRATEGIES FOR A PROSPEROUS NEWBERRY

■ **P.2 Develop Affordable and Workforce Housing and Supportive Infrastructure for Working Families. ★**

Develop affordable and workforce housing for families and individuals in Newberry Country, including social and physical infrastructure to support and accommodate future housing growth.

Implementation Timeline: 5 years/ongoing

Recommended Lead Partners: Habitat for Humanity La Pine Sunriver, City of La Pine, Deschutes County

Potential Supporting Partners: La Pine Park and Recreation District, Central Oregon Intergovernmental Council, NeighborImpact, La Pine Chamber of Commerce, Sunriver Area Chamber of Commerce

Related: See also Livable Newberry L.1 & L.2, Sustainable Newberry S.3, Thriving Newberry T.1, Inspired Newberry I.2

- **P.3 Collaborate on Workforce Development Opportunities for South Deschutes County. ★**
Collaborate with Central Oregon Community College (COCC) and Sunriver/La Pine Economic Development (SLED) to increase and enhance workforce development opportunities, including support for the new La Pine Small Business Incubator facility, the recruitment of businesses to and the development of “spec-space” in the La Pine Industrial Park, apprenticeships, industry-specific certifications and credentials, for-credit job-shadowing opportunities for local high-school students, and other career training.

Implementation Timeline: 5 years/ongoing

Recommended Lead Partners: Central Oregon Community College, Sunriver/La Pine Economic Development, City of La Pine

Potential Supporting Partners: Small Business Development Center, East Cascade Works, La Pine High School, Central Oregon Intergovernmental Council, La Pine Chamber of Commerce, Sunriver Area Chamber of Commerce

Related: See also Inspired Newberry I.1 & I.3

- **P.4 Upgrade Sunriver Business Park as a Multi-Service Community Center.**
Upgrade the Sunriver Business Park to reflect its status as a functioning, multi-service community center, with sidewalks, crosswalks, and additional parking. Explore rebranding the business park to better reflect its mix of businesses, public facilities and community amenities and location outside Sunriver. Form a business park business association.

Implementation Timeline: 5 years/ongoing

Recommended Lead Partners: Sunriver Area Chamber of Commerce, Sunriver Owner’s Association

Potential Supporting Partners: Sunriver Resort, Three Rivers School, Deschutes Public Library, Sunriver/La Pine Economic Development, Deschutes County Road Department

Related: N/A

Other Strategy Ideas Tested in the Community Poll for Future Consideration

- Promote Newberry Country’s Outdoor Recreational Assets to Attract Tourists, Businesses and Young Families.
- Support Development of New Retail on Existing Rural Commercial Lots in Three Rivers.
- Recruit a Large Animal Veterinary Practice to Locate in La Pine.
- Develop Signage and Improvements to Promote Alternate Routes to Mt. Bachelor.
- Explore Options for a Competitively Priced Grocery Store.

INSPIRED NEWBERRY COUNTRY

Our Plan for Education, Learning & Youth Activities

(★ = Top-Scoring Strategies in NRP Community Poll)

OUR VISION

We envision an Inspired Newberry Country, where we expand access to quality education from childcare to community college, grow educational attainment levels, promote career development, and support lifelong learning.

OUR GAME CHANGER STRATEGY

I.1 Support Efforts to Increase Student Graduation Rates. ★

Support the newly formed South County Collaborative in its mission to keep Newberry Country students on track for graduation and success in life. Foster strategic collaboration between public and private stakeholders and advocate for the enhancement and growth of career and technical education (CTE) programs and facilities for youth, bridging careers and education.

Rationale / Community Benefit: It is well-known that Newberry Country students lag behind the rest of Bend-La Pine schools in terms their educational attainment, including graduation rates of at-risk students. There are a number of contributing factors, including a larger percentage of lower income households and more frequent student absenteeism. There is also a perception that rural students simply do not receive the attention of those in urban areas. During an education focus group held by NRP in 2023, a major discussion theme was the lack of educational resources and financial support for students and teachers. South County Collaborative has made great strides in addressing these shortcomings. From its initial emphasis on actions to boost attainment, it has broadened its vision to include the social-emotional well-being of students and pathways to post-secondary opportunities. Increasing support and funding for the Collaborative promises a brighter future for Newberry Country's most precious resource — its young people.

Implementation Timeline: 3-5 years

Recommended Lead Partners: South County Collaborative, La Pine High School, Newberry Regional Partnership

Potential Supporting Partners: Sunriver Women's Club, La Pine Chamber of Commerce, Sunriver Area Chamber of Commerce, Central Oregon Community College, Central Oregon Intergovernmental Council Youth Education

Related Strategies: See also Prosperous Newberry P.3

ADDITIONAL STRATEGIES FOR AN INSPIRED NEWBERRY

■ I.2 Conduct a Needs Assessment for Comprehensive Childcare and Preschool Facilities.

Conduct a childcare needs assessment in Newberry Country to better understand the regional variance in childcare availability and cost. Determine the barriers families face in accessing preschool and early childhood education.

Implementation Timeline: 1-2 years

Recommended Lead Partners: Newberry Regional Partnership, Central Oregon Intergovernmental Council, Sunriver/La Pine Economic Development, South County Collaborative

Potential Supporting Partners: La Pine Chamber of Commerce, Sunriver Area Chamber of Commerce, NeighborImpact, Oregon State University

Related Strategies: See also Prosperous Newberry P.2

■ **I.3 Engage with COCC to Develop a Satellite Program and Facility in La Pine. ★**

Engage with Central Oregon Community College in a dialogue on developing a satellite COCC program and facility in La Pine. Explore a bond measure on a future ballot to expand COCC facilities and programs in South Deschutes County. Encourage large employers to sponsor higher education classes. Expand options for adult education and lifelong learning classes that meet the various needs and interests of residents.

Implementation Timeline: 3-5 years

Recommended Lead Partners: Central Oregon Community College, Sunriver/La Pine Economic Development

Potential Supporting Partners: South County Collaborative, La Pine High School, Local Employers

Related Strategies: See also Prosperous Newberry P.3

■ **I.4 Expand After-School, STEAM and Summer Activities to Keep Students Engaged and Learning. ★**

Expand the availability and accessibility of after-school programs and activities designed to keep Newberry Country youth active, socially engaged and learning outside of traditional classrooms. Help to advance STEAM (Science, Technology, Engineering, Art, Math) programs, enhancing student learning experiences and success in life. Keep youth active year-round by providing summer activities.

Implementation Timeline: 1-2 years

Recommended Lead Partners: South County Collaborative, Bend-La Pine School District, Camp Fire Central Oregon

Potential Supporting Partners: La Pine Park and Recreation District, Sunriver Music Festival, Sunriver Stars

Related Strategies: N/A

Other Strategy Ideas Tested in the Community Poll for Future Consideration

- Expand Music Education in all Newberry Country Schools to Improve Student Outcomes.
- Recruit Business Owners and Senior Volunteers for In-School Programs.
- Establish a Business/Foundation Supported Scholarship Fund for Area Students.
- Expand and Support Active Parent-Teacher Organizations in Newberry Country Schools.

VIBRANT NEWBERRY COUNTRY
Our Plan for Arts, Culture & Civic Life
(★ = Top-Scoring Strategies in NRP Community Poll)

OUR VISION

We envision a Vibrant Newberry Country, where we foster local arts and artists, celebrate our region's history and culture, and ensure access to independent, reliable information that deepens community connections and engagement.

OUR GAME CHANGER STRATEGY

V.1 Support an Independent News Organization Based in Newberry Country.

Work with the Fund for Oregon Rural Journalism and other partners to support a Newberry Country-based independent news organization and independent journalists serving Newberry Country, providing residents with balanced, objective news and information on key community issues, events and activities. Explore newer approaches to local news dissemination, including nonprofit models, community-centered journalism, local podcasts, and direct digital engagement.

Rationale / Community Benefit: Currently, there is no independent news outlet exclusively focused on Newberry Country as a whole, nor is there any formal news reporting in the La Pine area. Many area Newberry residents rely on social media platforms, news sources based outside the region, or word-of-mouth for their information. In the absence of formal news reporting, inaccurate information or hear-say can sometimes prevail. During the community input phase of the strategic planning process, many participants said they relied on Facebook or Nextdoor to stay informed, even though they believe such platforms often contain misinformation. They described a lack of available information on critical community concerns such as wildfire. They also suggested that inconsistent communication has contributed to community divisiveness. Establishing an independent news organization that supports local reporting could make reliable information on important issues more available. While the most effective, accessible approach for local news would need to be determined, community-based news and reporting could help fill the large information gap that currently exists.

Implementation Timeline: 3-5 years

Recommended Lead Partners: Connect Central Oregon, KNCP Radio (Newberry Mix)

Potential Supporting Partners: Fund for Oregon Rural Journalism, South County Shopper, La Pine High School, Sunriver Area Chamber of Commerce, La Pine Chamber of Commerce, Sunriver Scene

Related: N/A

ADDITIONAL STRATEGIES FOR A VIBRANT NEWBERRY

▪ V.2 Form a Newberry Country Arts & Culture Alliance.

Form a Newberry Country Arts & Culture Alliance to foster collaboration between organizations and support local artists, festivals and other cultural events. Inform community members and visitors alike of the region's extensive events calendars, bridging the gap between Newberry Country's small town and resort events—from the La Pine Rodeo and Frontier Days to the Sunriver Music Festival and Sunriver Stars.

Implementation Timeline: 1-2 years

Recommended Lead Partners: Artists Gallery Sunriver, La Pine Chamber of Commerce Sunriver Area Chamber of Commerce

Potential Supporting Partners: La Pine Rodeo, Frontier Days, Sunriver Stars, Visit Central Oregon, Sunriver Music Festival, Deschutes Cultural Coalition

Related Strategies: N/A

- **V.3 Establish a Storefront Museum in La Pine for Newberry Country History and Heritage.** Work with Deschutes Historical Museum to establish a storefront museum in Downtown La Pine featuring Newberry Country history and heritage. Provide a permanent repository for documents, displays and oral histories from the region, including Indigenous peoples.

Implementation Timeline: 5 years/ongoing

Recommended Lead Partners: La Pine Historical Society & Museum, Deschutes Historical Museum, La Pine Urban Renewal

Potential Supporting Partners: Deschutes Land Trust, La Pine Park and Recreation, Little Deschutes Grange, La Pine Frontier Days, City of La Pine, Sunriver Owners Association

Related: N/A

Other Strategy Ideas Tested in the Community Poll for Future Consideration

- Foster Collaboration Between Arts Groups and State and Local Parks in Newberry Country.
- Develop a Permanent Home and Performance Space for Sunriver Stars Community Theater.

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APPENDIX 1.

NRP Advisory Team, Funders, Acknowledgements & Special Assistance

OUR ADVISORY TEAM

City of La Pine
Central Oregon Intergovernmental Council
Deschutes County Community Development
Deschutes County Sheriff's Office
First Interstate Bank
Habitat for Humanity La Pine Sunriver
La Pine Chamber of Commerce
La Pine Community Health Center
La Pine Rural Fire Protection District
Little River Strategies, Inc.
Midstate Electric Co-op

Oregon Community Foundation
South County Collaborative
St. Charles Health System
Sunriver Area Chamber of Commerce
Sunriver Homeowners Association
Sunriver La Pine Economic Development
Sunriver Resort
Sunriver Women's Club
Vic Russell Construction, LLC

OUR FUNDERS

City of La Pine
Central Oregon Intergovernmental Council
Deschutes County
The Ford Family Foundation

Habitat for Humanity of La Pine Sunriver
Oregon Community Foundation
Roundhouse Foundation
St. Charles Health System

ACKNOWLEDGEMENTS

Dwane Krumme, Habitat for Humanity La Pine Sunriver, *In Memoriam*
Scott Aycock, Central Oregon Intergovernmental Council, Community & Economic Development
Mark Dennett, DCG Research
James Lewis, Sunriver Homeowners Association
Geoff Wullschlager, City of La Pine

SPECIAL ASSISTANCE

Central Oregon Intergovernmental Council
Books, Boxes and Business Services
Josie K's Deli and Kitchen
La Pine Senior Activity Center
Oregon State University - Cascades
Sunriver Homeowners Association

APPENDIX 2.

NRP Action Summit Participants & Affiliations • November 14, 2024

INSPIRED NEWBERRY COUNTRY

Valerie Stensland	Sunriver Women's Club; South County Collaborative, NRP
Andromeda Rojo	Better Together; South County Collaborative
Sarah Cochran	Youth Career Connect
Kristine Thomas	Sunriver Area Chamber; Newberry Regional Partnership
Rachel Cardwell	Central Oregon Friends of the Children
Bruce Abernethy	Bend-La Pine School District, South County Collaborative
Erin Foote-Morgan	Central Oregon Community College Board of Directors Zone 7
Alice Ivey	Boys and Girls Club of Central Oregon
Scott Olszewski	La Pine High School Principal

LIVABLE NEWBERRY COUNTRY

Maddie Sparrow	La Pine High School Student
Geoff Wullschlager	La Pine City Manager
Brent Bybee	La Pine City Planner
Wes Elliott	La Pine Tax Service - Owner
Chris Doty	Deschutes County Road Department Director
Jeff Poteet	Windermere Broker, City of La Pine Planning Commissioner
Sean Creighton	Three Rivers Resident
Christie Rudder	Oregon Disabilities Commissioner
Nicole Mardell	Deschutes County - Senior Planner

PROSPEROUS NEWBERRY COUNTRY

Janis Curtis	La Pine City Councilor - Elect
Nick Tierney	Program Coordinator Central Oregon Intergovernmental Council
Kim Gammond	Habitat for Humanity La Pine Sunriver - Executive Director
Victoria D'Auteuil	Business Owner Sunriver, Physical Therapist
Tom O'Shea	Managing Director of Sunriver Resort
Katie Gilbert	Marketing Specialist, Visit Central Oregon
Yumi Oakes	Operations Manager, Visit Central Oregon
Nate Wyeth	Visit Bend - SVP/Newberry Country Resident
Cindy Lenhart	Central Oregon Community College - Instructional Outreach Dean
Gracie Looney	LPHS Student

RESILIENT NEWBERRY COUNTRY

Megan Tuck	Central Oregon Intergovernmental Council
Helen Marston	Keller Williams - Broker, UDRC Board Member
Kevin Moriarty	Deschutes County Forester/Project Wildfire
Stu Martinez	Former Mayor of La Pine
Sgt Kyle Kalmbach	Deschutes County Sheriff's Office Sergeant
Josh Willis	Director of Operations - Sunriver Resort
Nathan Garibay	Deschutes County Sheriff's Office Emergency Manager
Jerry Chinn	Team Rubicon - Team Leader
E. Werner Reschke	Oregon State Representative - 55th District

SUSTAINABLE NEWBERRY COUNTRY

Julia Baumgartner	Central Oregon Intergovernmental Council, NRP
Aaron Schofield	First Interstate Bank, Branch Manager
Deputy Jon Ebner	Deschutes County Sheriff's Office - Deputy
Courtney Voss	Republic Services - Municipal Manager
Daren Vom Steeg	Community Member
Jeremy Evans	Public Land Stewards
Erin Kilcullen	Deschutes Soil Water and Conservation District - District Manager
Rachel Alm	Oregon Community Foundation - Program Officer
Colin Fogarty	Oregon Community Foundation - Director of Communications
Shara Bauman	La Pine Park and Recreation District - Board Member

THRIVING NEWBERRY COUNTRY

Courtney Ignazitto	La Pine Community Health Center, La Pine City Councilor
Erin Heyl	Deschutes Public Library
Becca Rohleder	St. Vincent de Paul La Pine - Social Services Director
Jessica Gamble	Home More Network
Brooks Eilertson	Community Member
Amanda Singh	High Desert Food and Farm Alliance
Brandi Borton	OSU Extension - SNAP- Ed Education Program Assistant
Dayna Underwood	La Pine Community Health Center

VIBRANT NEWBERRY COUNTRY

Ann Gawith	La Pine Chamber of Commerce/La Pine Frontier Days
Jim Fister	Sunriver Service District - Board Chair
Adam Burr	La Pine Rodeo Association - Secretary
Jeannine Earls	City of La Pine Mayor - Elect

ACTION SUMMIT STAFF

Steven Ames	Principal, Steven Ames Planning, Program Facilitator
Kathy DeBone	Newberry Regional Partnership Community Coordinator, Presenter
Julia Baumgartner	Central Oregon Intergovernmental Council, Presenter
Kerry Prosser	City of Sisters, Program Speaker
Nicole Mardell	Deschutes County Community Development, Program Speaker
Megan Tuck	Central Oregon Intergovernmental Council, Organizer
Nick Tierney	Central Oregon Intergovernmental Council, Organizer
Grace Lee	Central Oregon Intergovernmental Council/RARE, Organizer & Photographer

APPENDIX 3.

NRP Community Civic Engagement Session Participants • October-November 2023

Bruce Abernethy	Wes Elliot	Larry Marston	Carlos Salcedo
Patti Adair	Clyde Evans	Diane McClelland	Nicole Scott
Katie Ahern	Jeremy Evans	Jess McIntyre	Judy Selsor
Jim Anderson	Gray Evans	Jacob McIntyre	Kelsey Seymour
Scott Asla	Julia Farman	Robert Metcalf	David Sneed
Martha Bauman	Bruce Farman	Larry Miller	Rick Staaterman
Linda Bauman	Mary Fister	Cindy Miller	Val Stensland
Julia Baumgartner	Gwen Gamble	Bridget	Pat Stone
Carol Bennett	Jackie Gandetto	Montgomery	Jim Stone
Ernest Bethe	Kaylyn Grammater	Terry Mowry	James Stroschein
Carla Borovicka	Angela Groves	Teresa Mowry	Marv Taylor
Jamie Bovik	Bea Hatler	Kristin Mozzochi	Hayden Taylor
Rachell Cardwell	Don Hatler	Teri Myers	Tracey Taylor
Phil Chang	James Hayes	Carolyn Nesbitt	Wendy Teters
Lessa Cicirello	Darwin	Kelli Neuman	John Teters
Jamie Cordell	Hemmingson	Brandy Odekirk	Kristine Thomas
Carla Cornelius	Erin Heyl	Shirley Olsen	Mike Thorne
Lee Courtney	Erick Holsey	Scott Olszewski	Kristin Thorne
Roy Crafts	Meagan Iverson	Dave Ott	Erin Trapp
Sean Creighton	George Jacob	Sharon Peetz	Megan Tuck
Kim Crew	Carl Jansen	Pamela Perrine	Susan Turner
Lois Cross	Teri Jo Baker	Debi Persons	Terry Van Oss
Kathy DeBone	Katie Kaiser	Kris Potter	Daren Vom Steeg
Tony DeBone	Melinda Kufeld	Pam Price	Steve Wagner
Joe Deluca	Jess Lawrence	Karen Prow	Fern Webb
Karen Demaris	Jen Lawrence	Briana Richter	Jeff Weiland
Trent Demaris	NaDynne Lewis	Ellen Ritsema	Miranda Wells
Jamie Donahue	Ron Lewis	Max Ritsema	Patti Wieland
Dan Dougherty	Duane Liebell	Becca Rohleder	James Wilson
Ethel Dumon	Carol Lockhart	Gina Rosbrook	Avery Witty
Dan Ebert	JR Lorimor	Vicki Russell	Melinda Young
Mike Edson	Sarah Mahaffy	Vic Russell	
Leroy Elan	Helen Marston	Keighla Russell	

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 Community Kitchen
2. Non-Profit ID #: 20-2087631
3. Mailing Address: PO Box 154
4. Telephone No.: 541-536-1312
5. Email: services@lapinecommunitykitchen.org
6. Contact Person: Jamie Bovik
7. Requested Amount: \$6,500
8. Project/Use for Funds: New Community Facility - Capital Building Fund
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: 4/29/25

Approved _____ Denied _____ Date _____

Amount _____



LAPINE

OREGON

Budget Spreadsheet

Name of Event: _____

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

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

Sponsorships		
TOTALS		

Donations		
TOTALS		

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

Other Expenses		
TOTALS		

	Estimated	Actual
Overall Budget		
Income		
Expenses		
Net Profit (Loss)		



LA PINE COMMUNITY KITCHEN
PO Box 813, 16480 Finley Butte Road, La Pine, Oregon 97739
Office: 541-536-1312 email: services@lapinecommunitykitchen.org

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

Attn: City Manager

La Pine Community Kitchens (LPCK) has been addressing hunger and resource shortages in Central Oregon since 1999. LPCK offers three programs that provide free nutritious meals five days a week, fresh produce and locally donated food for in-person shopping two days a week, and clothing and hygiene items. LPCK serves La Pine and the surrounding rural areas of South Deschutes, North Klamath, and West Lake counties. In 2006, LPCK became a 501(c)(3) organization.

LPCK aims to stabilize the community by alleviating food insecurity and supporting clients with respect and dignity. The programs also provide socializing opportunities for the community in a welcoming environment. LPCK serves families, children, seniors, veterans, and individuals with mental and physical challenges. In 2024, 14% of those who assisted were children, and 65% were seniors and veterans. By the first quarter of 2025, children made up 24%, and seniors and veterans comprised 62%. LPCK also opened one Saturday per month to better serve working families, increasing reach for children.

We monitor the number of meals served, the weight of donated food, household size, members' ages, veteran status, and, starting from May this year, county of residence to better understand the areas we serve. LPCK provided 18,530 hot meals and distributed 332,820 pounds of food in 2024. Comparing the first quarter of 2024 to the same period in 2025, there was a 30% increase in service usage but a 40% decrease in locally donated food.

Currently, our facilities are aging, substandard, and require significant repairs. We aim to construct a new facility that will house all three programs under one roof and allow for future expansion. Building a new facility will eliminate the need for ongoing repairs and provide cost savings and efficiency in the future. Over the past five years, LPCK spent \$150,000 on building repairs. As a non-profit with a small budget, this project will be highly dependent on our ability to secure funding from private and public sources.

In accordance with federal law & U.S. Department of Agriculture policy, this non-profit is prohibited from discriminating on the basis of race, color, national origin, sex, religion, political beliefs or disability. We are a registered Oregon charity & a 501(c) 3 with the EIN # 20-2087631.



LA PINE COMMUNITY KITCHEN
PO Box 813, 16480 Finley Butte Road, La Pine, Oregon 97739
Office: 541-536-1312 email: services@lapinecommunitykitchen.org

We are collaborating with various organizations on project development and funding strategy. With support from the City of La Pine, we can enhance our services, assist more families, and provide greater stability in our community. The new facility will enable us to offer essential services and foster lasting change for years to come.

We are commencing our Capital Funding Campaign on May 31st to raise the necessary funds for this project. Steele Associates has generously contributed their design and engineering services for the new facility. LPCK is collaborating with the Central Oregon Intergovernmental Council (COIC) and Neighbor Impact (NI) in efforts to secure additional grants and funding sources. Additionally, we plan to apply for the Community Development Block Grant through Business Oregon, which could potentially contribute \$1.5 million towards the project. However, our estimated total cost is \$2.5 million, and we must secure all gap funding before applying for the CDBG.

LPCK aims to reduce homelessness and crime in Central Oregon by collaborating with families and local outreach organizations. Support is needed to achieve this vision. Data from the U.S. 2022 Census indicates that poverty rates in La Pine are higher than the state average, suggesting a higher risk of homelessness and hunger. LPCK addresses these issues by offering essential services, helping families concentrate on improving their lives and relationships in La Pine, South Deschutes, North Klamath, and West Lake counties.

This is a significant moment in our 26-year history, as La Pine is the second fastest growing city in Central Oregon, and we seek your support to achieve our goals.


In accordance with federal law & U.S. Department of Agriculture policy, this non-profit is prohibited from discriminating on the basis of race, color, national origin, sex, religion, political beliefs or disability. We are a registered Oregon charity & a 501(c) 3 with the EIN # 20-2087631.

Pre-Development & Development Costs



La Pine Community Kitchen Building Project

FINANCIAL STATUS

Grease Interceptor Install	\$12,550	 <p> Total Invoice Received: \$4,695.75 (1%) Total Proposal Costs Remaining: \$544,578.25 (99%) </p>
Land Surveying Services	\$7,587	
Pre-Dvlpmnt Mtgs Civil Engineering	\$2,500	
Civil Engineering Services	\$47,000	
Landscape Architecture Services	\$12,600	
Schematic Designs: Development, Construction, Permitting/Bidding, & Construction Phase Services	\$262,537	
Conceptual Design	NC	
Land Use Consultant	\$10,000	
City Development Application/Fee (\$3,500 + \$200 1yr ext + \$400 1yr ext + \$400 1yr ext (max of 3 ext with written request and approval from city))	\$4,500	
City Service Development Charges (Sewer Base Rate \$6,663 per 5/8-inch by 3/4-inch MCE, Water Base Rate \$3,871 per 5/8-inch by 3/4-inch MCE & Transportation Base Rate \$4,453 X 2.31 X 10 = \$102,864.3)	\$155,000	<p>Ashley is working on getting a closer estimate as we are going with a 1 and 1/4 inch line and determining the facility use for the transportation rate</p>
Grant Administrative for CDBG (10% of requested grant with maximum of \$35,000)	\$35,000	
City Administrative for CDBG (not included in the CDBG)		
Labor Compliance CDBG (Maximum \$20,000 per activity)		
BOLI Fee		
Legal		
Environmental Review (CDBG A full NEPA will not be required; a lesser level of review will likely be sufficient) (Maximum \$20,000 per activity)		
Building Commissioning new code effective Jul 1.2025 (10,000sq ft and up) Est \$20-30K		

Pre-Development & Development Costs



La Pine Community Kitchen Building Project

Traffic Impact Analysis (required if trip generation exceeds threshold)

Fire Alarm & Fire Sprinkler design (Design Build by Subcontractor)

Kitchen Equipment (make-up air or kitchen exhaust) Supplied by kitchen supplier

Permits & Plan Review City & County

Construction

Construction Contingency CDBG (maximum 10% of the estimated

Demolition

Pavement & Striping of Parking Lott

Total Proposal Costs	\$549,274
----------------------	-----------

Total Invoice Received	\$4,696
------------------------	---------

Total Proposal Costs Remaining	\$544,578
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PROJECT INFORMATION

Project name	La Pine Community Kitchen Building Project Development
Grease Interceptor Install	Firkus Plumbing
Proposal Approved	7/18/2024
Professional Land Survey Services	Harper Houf Peterson Righellis Inc.,
Proposal Approved	2/26/2025
Civil Engineering Services	Harper Houf Peterson Righellis Inc.,
Proposal Approved	3/3/2025
Landscape Architecture Services	Harper Houf Peterson Righellis Inc.,
Proposal Approved	3/3/2025
Schematic Design, Development, Construction, Permitting/Bidding, & Construction Phase Services	Steele Associates Architects LLC
Proposal Approved	3/3/2025
Land Use Consultant	Rretia Consultant LLC
Proposal Approved	4/24/2025

April 28, 2025

TO WHOM IT MAY CONCERN:

Having lived in the La Pine area for nine years, I've seen an increasing need for food & clothing assistance by those who have not been able to survive completely on their own.

I applaud the La Pine Community Kitchen for its unwavering commitment to provide food and clothing at no charge, and without obligation or burdensome requirements tied to this generosity, to those accessing their services in our community.

Now I feel that it's time for our community to show its support for the La Pine Community Kitchen by contributing to this capital funding campaign that is so critical for its future – and those citizens who rely upon it.

Please join me in supporting a vital organization in La Pine as it prepares for the future by planning a new building to house their kitchen and pantry. I believe the need for their services will only increase as time goes by, especially in these uncertain financial times that we're all experiencing.

Sincerely,

Annette Langenstein
Creative Director
The South County Shopper
La Pine, Oregon

April 21, 2025

To Whom It May Concern,

I am a resident of La Pine and a father of two boys, Daniel and Ethan. We visit the La Pine Community Kitchen about once a week for lunch and groceries. This has been a consistent resource for our family. Daniel often enjoys the cake, while Ethan is willing to try various foods. On hot days, they have received popsicles or ice cream bars, which helps them cool off and enjoy the weather.

These visits are meaningful as they provide a sense of being welcomed and supported within the community. As a family, we appreciate that assistance with groceries, even weekly, alleviates some financial pressure and allows us to manage other expenses more efficiently.

The La Pine Community Kitchen plays an essential role in supporting local families, aiding seniors, and contributing positively, especially during challenging times. If you have benefited from their services or wish to support their ongoing efforts, consider writing a letter of support. These endorsements help maintain their operations and continue providing necessary assistance to the community.

Sincerely,

Matthew Lankford

La Pine Resident



We build strength, stability, self-reliance *and* shelter.

April 24, 2025
City of La Pine
Budget Committee
16345 Sixth Street, Suite 102
La Pine, OR 97739

Dear Budget Committee,

On behalf of Habitat for Humanity of La Pine Sunriver (HFHLPS), I am writing to respectfully request funding through the City of La Pine's Community Assistance Grant Program in support of our **Critical Home Repair (CHR)** program. This program directly aligns with the City's criteria by providing essential repairs that ensure safe, healthy, and secure shelter for vulnerable members of our community—particularly seniors, individuals with disabilities, and low-income homeowners.

While HFHLPS is known for constructing affordable homes, our CHR program addresses the urgent needs of existing homeowners who are at risk due to unsafe living conditions. Whether it's repairing a leaking roof, restoring heat, addressing plumbing or electrical hazards, or improving accessibility through ADA-compliant modifications, each project directly supports residents' ability to remain in their homes with dignity and stability.

The CHR program meets the City of La Pine's grant criteria in the following ways:

- **Provides assistance for essential shelter and safety needs:** Repairs often prevent serious health risks or displacement, especially for elderly or disabled individuals.
- **Serves seniors:** 77% of our clients are age 55 or older, with 33% over the age of 75.
- **Delivers measurable, community-level impact:** Since July, we've completed nearly 100 repairs and are on track to increase output by 30% over the previous year.

2025 Board of Directors

SCOTT ASLA, Board Chair

VICKI RUSSELL, Past Board Chair

PHIL NORTHCOTE, Vice Chair

TYLER ASLA, Secretary

AARON SCHOFIELD, Treasurer

KATHY DEBONE

MONICA MACK

HELEN MARSTON

JAMIE STEINHAUER

KRISTEE CHICK, Emeritus

RICHARD ARNOLD, Emeritus

TOM O'SHEA, Emeritus

Additional key indicators of the community we serve:

- 62% of our CHR clients report annual incomes under \$25,000.
- 25% live with a disability.
- Many are veterans or single female heads of household.

Our work is highly cost-effective thanks to partnerships with local contractors, volunteers, and our ReStore. On average, repair costs range from \$100 to \$2,500 per project. Funding from the City of La Pine would enable us to meet growing demand, offset rising material costs, and ensure that more of our neighbors are able to remain safely housed in their own homes. These funds could be restricted to for use in the City of La Pine.

When we receive a call about a CHR, staff or a volunteer evaluate the issue and if it is a repair that involves extensive work, we contact a licensed sub-contractor who bids on the project. We then ensure the repair is done correctly and follow up on homeowner satisfaction.

Habitat for Humanity of La Pine Sunriver has a strong track record of success and financial stability with balanced budgets. We have been serving the Southern Deschutes County region for over 30 years and have provided over 600 repairs in the past 10 years. We maintain a robust reporting and evaluation process that allows us to track the outcomes and impact of each repair project.

On the attached budget spreadsheet, note the following for our fiscal year 7/25-6/25:

- We have raised \$79,500 and had \$75,000 in reserve for this program
- We have \$25,000 in pending grants and fundraising is ongoing
- We have \$138,090 in expenses this year
- We have \$50,000 estimated in remaining expenses for this year

We deeply appreciate your consideration and your continued commitment to improving quality of life in La Pine.

Sincerely,



Kim Gammond
Executive Director
Habitat for Humanity of La Pine Sunriver
PO Box 3364, Sunriver, OR 97707
(541) 593-5005
director@habitatlapinesunriver.org
habitatlapinesunriver.org



 **Habitat for Humanity®**
of La Pine Sunriver

CRITICAL HOME REPAIR PROGRAM

**WHEEL CHAIR
RAMP**



**BEFORE CRITICAL
HOME REPAIR**

 **Habitat
for Humanity®**
of La Pine Sunriver

AFTER

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:

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- 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: Habitat for Humanity of La Pine Sunriver
2. Non-Profit ID #: 93-1123478
3. Mailing Address: PO Box 3364, Sunriver, Or 97707
4. Telephone No.: 541-701-3282
5. Email: kim@habitatlapinesunriver.org
6. Contact Person: Kim Gammond
7. Requested Amount: \$6500
8. Project/Use for Funds: Critical Home Repair Program
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_____



Budget Spreadsheet

Name of Event:

Critical Home Repairs FY 24-25

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

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

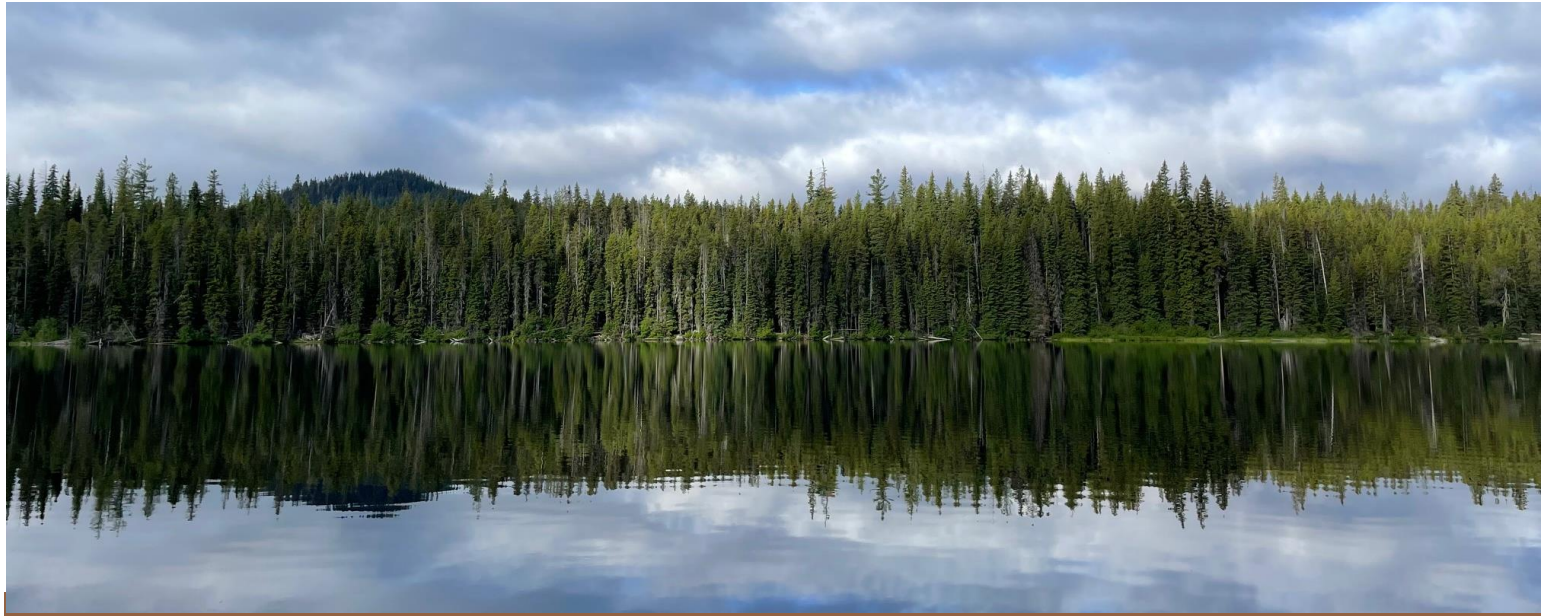
Sponsorships		
TOTALS		

Donations		
TOTALS		

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

Other Expenses		
TOTALS		

	Estimated	Actual
Overall Budget		
Income		
Expenses		
Net Profit (Loss)		



City of La Pine
Proposed Budget
Fiscal Year 2025-2026



La Pine City Council

Jeannine Earls, Mayor

Courtney Ignazzitto, Council President

Mike Shields, Council Member

Karen Morse, Council Member

Janis Curtis-Thompson, Council Member



Annual Budget for the City of La Pine

Fiscal Year

July 1, 2025—June 30, 2026



Budget Committee

Jeannine Earls, Mayor	Rachel Vickers
Courtney Ignazitto, Council Member	Lynn King
Mike Shields, Council Member	Vacant
Karen Morse, Council Member	Vacant
Janis Curtis-Thompson, Council Member	Vacant
Dillon Marston, Student Representative	

City Management Staff

Geoff Wullschlager – City Manager
Ashley Ivans—Finance Director, Budget Officer
Brent Bybee—Community Development Director

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DRAFT

READER'S GUIDE TO THE CITY OF LA PINE BUDGET

This guide is intended to assist readers in finding information in the City's FY 2025-26 Annual Budget Book.

Introduction: This section includes the Budget Message, the City's Organization Chart, and demographic information.

Policies and Budget Development: This section contains the City's financial and budgetary policies and guidelines, an overview of the budget process, the 2025-26 budget calendar and budget frequently asked questions (FAQs). Budget Development Policies are reviewed annually by staff.

Budget Summary and Overview: This section provides information on La Pine's budget including a budget summary. The budget summary contains revenue summaries for property taxes, franchise fees, state shared revenues, intergovernmental services, SDC's and utility fees. It also contains details on expenditures, transfers, and contingencies. Finally, it describes any key projects for the upcoming fiscal year and outlines any major changes to our budget by fund.

Budget Detail: This section includes the itemized detail of the La Pine City Budget broken down by fund.

References: This section includes a glossary of municipal finance terms. Additionally, this section contains the advertisements for budget committee meetings with affidavits, the City's resolution declaring municipal services, the City's resolution to receive state shared revenues, the City's appropriation resolution, and the Cities LB-50 authorizing tax to be placed on the tax rolls.





Introduction

CITY OF LA PINE BUDGET MESSAGE FISCAL YEAR 2025 – 26

Budget Message

April 28, 2025

Members of the La Pine City Council and Budget Committee

As the Budget Officer for the City of La Pine I am honored to provide you with the proposed Fiscal Year (FY) 2025-26 Budget. This budget is presented as required under Chapter 294 of the Oregon Revised Statutes.

As we look at the past year, we reflect on the several projects staff have been working on this past year. Of all the projects we've taken on, the most notable is the Water and Wastewater Expansion Project. I am pleased to announce that these large projects will be substantially completed as of April 30th for water and June 30th for sewer. Other noteworthy project completions this year are the Comprehensive Plan Update, which is 90% complete as of today, and the Eastside Sidewalk Design which is 95% complete.

Looking into the future, there are other projects on the horizon. Upgrades to City Hall, purchasing equipment for the Streets Fund to begin inhouse maintenance of unimproved streets, a Transportation System Plan Update, and updates to the Public Works Capital Facilities Plans are just a few of the projects in store for 2025-26. A comprehensive breakdown of all City Projects for this Fiscal Year is contained in the section titled, *Key Projects by Fund*.

Overall Budget

We have projected revenues to be low and expenses to be high throughout the City's budget. This is good practice in preparing any budget. This promotes building strong reserves by earning more revenue than projected and spending less through appropriations.

This year a new rate resolution will come before the council for recommended adoption. This is common practice and is done annually by the City of La Pine. Updating the resolution ensures that City rates are reviewed for fairness and are effective. There will be an 18% increase in sewer fees and a 3% increase to water fees. The city needs new rate studies for all departments. While staff are hopeful that the Community Development Department can undergo a rate study this year, the Public Works Funds will need to wait until the Capital Improvement Plans (CIPs) are completed. The current Water and Sewer Rate Studies are almost a decade old now and are outdated. These CIPs are expected to be completed this year and are budgeted from the SDC Fund.

The City's Expenses have changed, albeit minimally, since last year. The most notable change is to Capital Outlay, where the Water and Wastewater Projects are accounted for. These projects should be completed by June 30, 2025, however, out of an abundance of caution, we are budgeting some capital amounts in case of a lapse in completion. Of the \$8.7M budgeted to Capital \$3.2M is for the Water & Wastewater Expansion, \$1.75M is for construction to the City's Spec Building in the Industrial Park, \$1.5M is for the Capital Improvement Plans, \$750,000 is for equipment and side walk expansion in the street fund, \$500,000 is for Water Mitigation Credits, and \$400,000 is for potential improvements at City Hall. The remaining, approximately \$600,000, is for smaller, but not less important, projects, such as the wrap up of the archway, improvements at the transit center, and the Transportation System Plan update.

Personnel Services has increased slightly – this is due to the addition of 1 staff member, and the proposed cost of living increase of 2.9%. Materials and Services are also up, this is mostly due to expenses in the Public Works funds. Debt Service is down as we solidify the new payments from USDA, and other lenders, for the Water and Wastewater Project. Contingencies and unappropriated ending fund balance are up slightly. Both appropriations result in savings for the City. Overall, those savings are up a little over \$1.3M this year from last year.

Budget Overview by Fund

General Fund

Property taxes were increased by 3% from the projection of earnings for FY 2024-25. This is consistent with the Assessor's annual estimate. Licensing and permitting fees remain consistent and there is a modest increase in the franchise fees. Personnel Services has increased slightly from last year due to the re-appropriation of staff discussed in the Overview of Changes by Fund section of this document. Materials and Services are up due to basic inflationary increases, expected cost for building repairs, and lastly, an increase in the meetings/travel/training category for investment into staff, council and planning commission. Capital Outlay is up also due to expected costs for building repairs and improvements. Other areas remain consistent with last year.

Cemetery Fund

The Cemetery Fund's budget has increased this year. This is due to lack of spending in FY24-25. This year there is an increase to Contingency and Unappropriated Ending Fund Balance. Both increases result in savings for this fund.

Streets Fund

The Streets Fund revenue is down due to a reduction in the expected grant revenue for a TSP update. Last year, staff were unsure of the award amount for this grant when we applied, which is why the amount was incorrect. Other changes to the revenue include a transfer from the Equipment Reserve Fund to purchase equipment for street maintenance. Personnel Services is down due to the re-appropriation of staff, this topic is discussed above and in the Overview of Changes by Fund section of this document. Materials and Services have increased slightly, due to an increase in projected costs for vehicle repairs. This expense projection is based on the prior year's estimated final expense. Capital Expenditures have decreased slightly, as have transfers. Other amounts remain consistent.

Tourism Fund

The tourism fund remains the same apart from an increase to the Arts & Culture line item. This is in anticipation of some potential branding work that may occur through the Community Development Department this year.

Community Development

Community Development is receiving an increase to the interfund transfer from the General Fund. This coupled with a decrease in Personnel Services is designed to start building reserves for this fund. Contracted Services has also increased, this is due to the need for contracted engineering services while the city recruits for a City Engineer and Public Works Director. This fund is also contributing to a new reserve fund, the Community Development Operating Reserve, this year. This contribution will ideally become an annual occurrence for saving.

Industrial Fund

Revenues are consistent with last year, except for the transfer in from the General Fund. This transfer represents the City's support for the fund that runs in conjunction with Deschutes County's support. Capital spending is still up, as less work than expected was completed during FY2024-25 on the Spec Building. Contingency and Reserve for Future Capital (the savings allocations) remain consistent with last year's budget.

Water Fund

Water Rate projections are in line with last year, noting a 3% increase. Personnel Services is down due to the re-appropriation of staff, this topic is discussed in the Overview of Changes by Fund section of this document. Capital Outlay is reduced, as expected, due to the completion of the water expansion project. Transfers out are up as a result of saving for equipment and rebuilding reserves. Debt service is down because of a clearer understanding of debt repayment amounts. All other amounts remain consistent for this year.

Sewer Fund

Sewer Rate projections are also in line with last year, noting the 18% rate increase. As with the Water Fund, personnel services are down due to the re-appropriation of staff discussed above. Capital Outlay is consistent. This is a matter of prudence; in case the Wastewater Expansion project goes beyond the projected completion date. Transfers out are consistent with last year, as we are beginning to rebuild our reserve and SDC budgets. Debt service remains consistent. Contingency, reserves, and unappropriated ending fund balance are up from last year, resulting in more saving for the fund.

SDC (System Development Charge) Fund

The SDC fund will be paying for Capital Improvement Plans for transportation, water, and sewer. These plans help the city accurately justify SDC rates. Secondly, the SDC fund will continue to support the design and construction of the Newberry Lift Station.

Water and Sewer Reserve / Debt Reserve

The reserve fund will be receiving transfers-in from both funds. There are no changes to the debt reserve fund.

Equipment and General Reserve Funds

This reserve fund received transfers in the amount of \$350,000 from the various public works funds.

Community Development Operating Reserve Fund

This reserve fund is new to the City and receives a transfer in of \$30,000 from the Community Development Fund. The purpose of this fund is to save money for economic downturns and recessions whereby there could be financial impacts to the Community Development Fund.

Conclusion

It has been a pleasure putting together this document for the city. While the City prepares for the many projects underway, or upcoming this year, it will be crucial to save dollars where we can. The ever-changing environment of the city is no surprise after the last 4-5 years of growth. I believe that the staff and the council do an excellent job of responding to these changes and preparing the best possible future the citizens of La Pine.

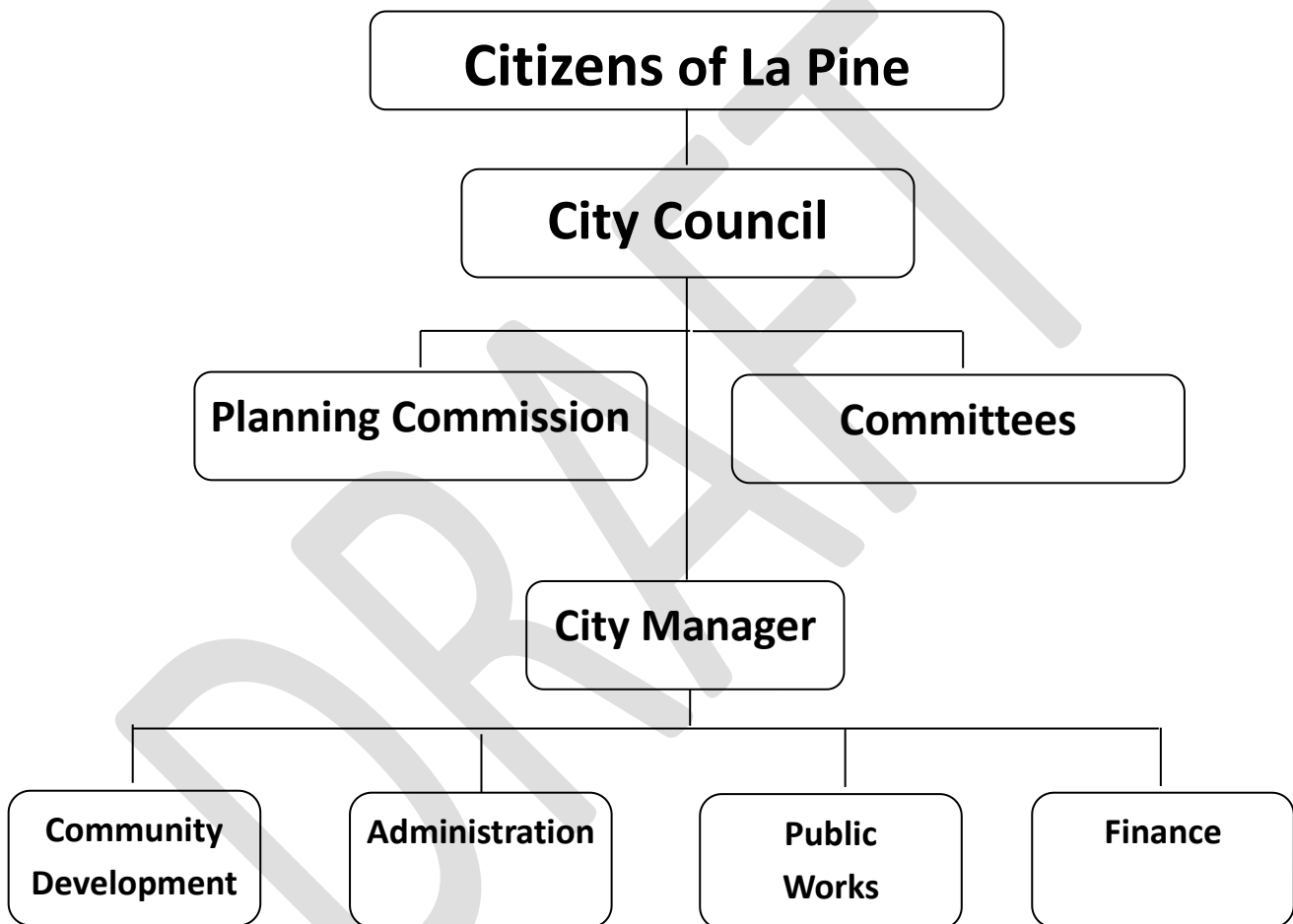
Sincerely,

A handwritten signature in cursive script that reads "Ashley Ivans".

Ashley Ivans
Assistant City Manager / Finance Director



CITY OF LA PINE ORGANIZATIONAL CHART



Management Staff

Geoff Wullschlager, City Manager

Ashley Ivans, Finance Director

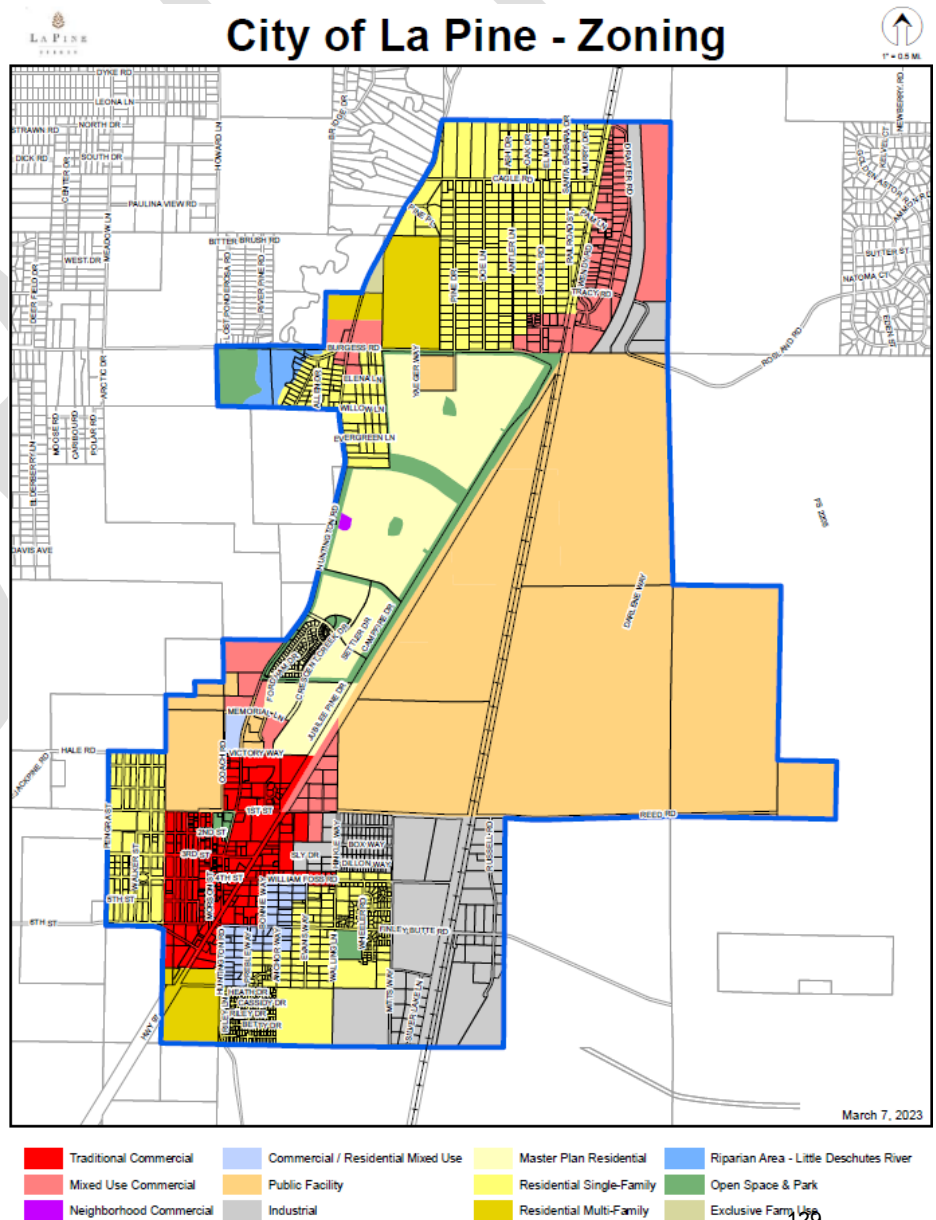
Brent Bybee, Community Development Director

COMMUNITY PROFILE

The City of La Pine has an estimated 3,110 residents and is the fourth largest city in Deschutes County. The City has seen a substantial population increase since 2007, with the amount of residents having doubled. According to PSU, La Pine is the second fastest growing city in Oregon, with a growth rate of 8.2% from 2022—2023. As a region, La Pine is a growing community that serves over 15,000 people within a 5-mile radius. The city encompasses approximately seven square miles, and it is 4,236 feet above sea level. La Pine offers unparalleled access to the Cascade Lakes, Deschutes River, Newberry National Volcanic Monument, the Oregon Outback, and countless other outdoor recreational opportunities. Large regional employers include Sunriver Resort, Mt. Bachelor, Bend-La Pine Public School District, Sunriver Brewing Company, Bi-Mart, and Midstate Electric Cooperative. It is fair to say that the City of La Pine will continue to look different with each coming year, while still maintaining the small town feel that La Pine has become synonymous with.

City Statistics

Date of Incorporation:	2006
Government:	Council/Manager
Area (Square Miles):	6.98
Annual Av. Snowfall (Inches):	81
Annual Average Sunny Days:	157
2024 Census Population:	3,110
Population Density:	445.55/sq. mi
Average Household Size:	2.41
Median Household Income:	\$54,946
Total Households:	1,226
Median Age:	45.8



FINANCIAL AND BUDGETARY POLICIES AND GUIDELINES

Sound financial, budgetary, and economic principles are part of creating a solid financial plan. La Pine's budget incorporates the following long-term and short-term financial policies and guidelines. The City strives to comply with all state laws governing budgeting and financial transactions, with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) statements. Listed below is a summary of the financial and budgetary policies adhered to by the City of La Pine.

General Policies

- Financial statements of the City are to be prepared in accordance with GAAP.
- The budget is to be prepared in accordance with Oregon local budget law. The budget is to be adopted annually, by resolution, no later than June 30th. In keeping with State law, the budget shall be balanced, in that expected revenues and anticipated expenditures align with each other.
- An external audit shall take place every year. The audit will be completed and submitted to the State no later than December 31st of the following fiscal year.
- The City will comply annually with all requirements to receive annual State Shared Revenues.
- The budget is prepared on a modified accrual basis for all funds of the City. Under this accounting basis, revenues are recorded when they are measurable and available, generally within 60 days of year end. Expenditures are recognized when the liability is incurred except that future long-term obligations are not recognized until they are mature. For financial statement purposes reported under GAAP, all governmental funds are accounted for using the modified accrual basis for purposes of the audited financial statements. However, utility funds are reported using the full accrual basis where revenues are recorded when earned and expenses are recorded at the time the liability is incurred and long-term obligations are recorded when they become an obligation, regardless of future cash outflow timing.

Revenues

- A portion of Transient Room Tax (TRT) funds are allocated each year to community groups that help to support the La Pine citizens.
- One-time revenues will be used for one-time expenditures.
- SDC's (System Development Charges) collected are governed by state law and are spent using those parameters.
- Water and Sewer revenues are invested back into those systems.

Expenditures

- Budget control is maintained at the Department level. Expenditure Authority is defined below:
 - City Council Over \$20,000
 - City Manager Up to \$20,000
 - Finance Director Up to \$10,000
 - Other Management Up to \$2,500
 - All other staff Up to \$350
- All fixed assets purchased, and capital projects completed for and/or by the City of La Pine with a cost of \$5,000 or more and with a useful life of more than one year will be capitalized.
- In no case may the total expenditure of a particular department exceed that which was appropriated by the City Council without a budget amendment approved by the City Council.

Debt

- Long term debt shall not be issued to finance ongoing operations.
- Short-term borrowing or lease purchase contracts should only be considered for financing major operating equipment when it is determined to be in the City's best financial interest.
- Any project funded through the issuance of debt must have a useful life equal to or greater than the term of financing.

Capital Planning

- A Capital Improvement Plan (CIP) shall be developed for a five-year or greater period to allow for appropriate planning.
- The CIP shall be reviewed at least biannually by City Management Staff and by the City Council, as a part of the goal and work plan setting process.
- Capital projects should:
 - o Support City Council goals and objectives and prevent the deterioration of the City's existing infrastructure and protect its investments in streets, building and utilities.
 - o Encourage and sustain economic development in La Pine and respond to and anticipate future growth in the City.
 - o Increase the efficiency and productivity of city operations.
- The impact of capital projects on the operating budget should always be an important consideration when evaluating projects for inclusion in the CIP.
- Ongoing operating costs will be a consideration when making a capital purchase.

THE BUDGET PROCESS

The budget process is governed by the City Charter, City Ordinances, and State of Oregon Budget Laws. The initial tasks such as filing vacancies on the budget committee and setting the date for the first budget committee meeting begins in December or January. Most of the budget adoption process takes place from February through June each year. The City Manager, Finance Director and other staff work together to allocate spending parameters and estimate revenue from January through April to help develop a proposed budget. The Proposed Budget is then submitted to the Budget Committee which consists of the Mayor, City Councilors, and the Budget Committee.



Notice of the Budget Committee public hearings, which are held in May, are published in the Bend Bulletin and on the City's website preceding the meeting. At the first Budget Committee meeting, it is typical for the Budget Committee to hear community sponsorship requests. In addition to the sponsorship requests the Budget Officer delivers the Budget Message. The Budget Message explains the proposed budget and any significant changes in the City's financial position. At the second Budget Committee meeting, usually the day immediately after the first, there is continued discussion on the details of the budget. Also at this meeting is a Public Hearing declaring the intent to receive and use for funding the State Shared Revenues offered to each Oregon city. The public is given a chance to comment or give testimony at either of these two meetings. For more information about public involvement, see "Citizen Involvement Opportunities" section below. When the Budget Committee is satisfied with the budget, including changes, additions to or deletions from the proposed budget, it approves the budget for submission to the City Council. When approving the budget, the Budget Committee also approves, by motion, the amount or rate of ad valorem taxes. After the Budget Committee approves the proposed budget, the Budget Officer publishes a financial summary and notice of budget hearing in the local newspaper. The hearing is held during a regular City Council meeting (in June). The purpose of the public hearing is to receive budget related testimony from citizens and provide an opportunity to discuss the approved budget with the Mayor and Councilors.

The City Council has the authority to make some changes to the approved budget. The changes allowed

include adjusting resources, reducing or eliminating expenditures, and /or increasing expenditures on a limited basis. Increases of expenditures of the amounts approved by the budget committee are limited to not exceed more than \$5,000 or 10 percent; whichever is greater. Expenditure increases above those limits require a republishing of the budget and an additional hearing. In no case, however, may the City Council increase the taxes over the amount approved by the budget committee. The City Council then votes on a resolution, which formally adopts the budget, makes appropriations, and levies the taxes, not later than June 30.

After the budget document is finalized, it is submitted to the County Clerk and the Department of Assessment and Taxation, distributed to all members of the budget committee, the City Council and City staff. The document is posted on the City's website www.lapineoregon.gov.

Citizen Involvement Opportunities

All meetings of the Budget Committee and City Council are open to the public. Citizens are encouraged to provide comments during any of these meetings during the Public Comment portion of the meeting. Citizens may also testify before the City Council during the public hearing on the approved budget. The proposed budget document will be available for public review at City Hall and on the City's website for a reasonable amount of time prior to the first budget committee meeting. Copies of the entire document, or portions thereof, may be requested through the normal process of requesting public records. Public Comment or testimony may be provided by: Submitting a written statement by mail, e-mail or at a meeting or public hearing; or, speaking to the Committee or Council at their meetings during the public comment opportunities.

Changes after Adoption

Once the governing body has enacted the resolutions to adopt the budget, expenditures may not be made for any purpose in an amount greater than the amount appropriated, except as allowed by Oregon Revised Statute (ORS) (mainly 294.338, 463, 471, 473, and 478). Most changes require formal action in the form of a resolution or a supplemental budget. In some instances, a public hearing is required. The ORS sections mentioned above provide direction on which formal action is needed depending on the specific situation giving rise to the needed budget change; however a supplemental budget is needed to create a new appropriation or a new fund transferring funds where a category of expense does not already exist in the adopted budget. Most other situations can be handled by resolution.





BUDGET CALENDAR FISCAL YEAR 2025-2026

Appoint Budget Officer	March 12, 2025
Appoint Budget Committee	April 23, 2025
Publish 1 st Notice of Budget Committee Meeting And Public Hearing for Comments from Public (Bend Bulletin)	April 22, 2025
Publish 2 nd Notice of Budget Committee Meeting And Public Hearing for Use of State Revenue Sharing (Website Only)	April 29, 2025
Budget Message and Budget Committee Meeting Community Sponsorship Presentations	May 13, 2025 5:30 p.m.
2 rd Budget Committee Meeting and Public Hearing For Use of State Revenue Sharing	May 14, 2025 5:30 p.m.
3 rd Budget Committee Meeting and Public Hearing (Only If Necessary)	May 15, 2025 5:30 p.m.
Publish Notice of Budget Hearing (Bend Bulletin)	May 28, 2025
Budget Hearing & Adoption of the Budget Make Appropriations, Impose and Categorize Taxes (City Council)	June 11, 2025 5:30 p.m.

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

Finance Staff: Geoff Wullschlager, Amanda Metcalf and Tina Kemp

Budget Committee: Jeannine Earls, Courtney Ignazzito, Mike Shields, Karen Morse, and Janis Curtis –
Thompson, Rachel Vickers, Lynn King

BUDGET FAQs (FREQUENTLY ASKED QUESTIONS)

What is a budget?

A budget is a planning tool. It identifies the work plan for the City for the fiscal year and outlines the financial, material, and human resources available to complete the work plan. It also includes general financial information about the organization and identifies the policy direction of the City Council under which the budget was prepared. The budget is the city's means of planning and reporting what it intended to do with its financial resources and ensure that those dollars are spent as wisely and efficiently as possible.

The City of La Pine uses a fund-based budget, meaning that accounts of the City are organized based on funds. A fund is a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources. Each fund is considered a separate entity accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures.

Why does a city create a budget?

Oregon state law requires all cities and other governments in Oregon to adopt a budget annually. Oregon local budget law (Chapter 294 of Oregon Revised Statutes) gives budget provisions and procedures that must be followed during the budgeting process. The budget must be completed by June 30, the day before the start of the fiscal year to which the budget applies. Without a budget for the new fiscal year, the city has no authority to spend money or incur obligations. A local government's ability to impose a property tax is also tied to the budgeting process.

Even if there were no legal requirement to budget, La Pine would complete a budget anyway. Budgeting creates a work and spending plan, which helps to ensure that public funds are spent wisely. The budget process allows city staff to review City Council goals and objectives in a formal setting, determine what will be required to meet those objectives, develop an implementation plan, and share that information with citizens and decision-makers.

What basis of accounting/budgeting does the city use?

The budget is prepared on a modified accrual basis for all funds of the City. Under this accounting basis, revenues are recorded when they are measurable and available, generally within 60 days of year end. Expenditures are recognized when the liability is incurred except that future long-term obligations are not recognized until they mature. Each year, the City's financial position is audited by an independent auditor licensed by the State of Oregon to conduct municipal audits. The audited financial statements are presented in accordance with GAAP, promulgated by the GASB. The Annual Financial Report presents fund revenue and

expenditure on a GAAP basis to the budgetary basis for comparison purposes.

When does “budget season” start?

The budget process for the City of La Pine typically begins in late December each year. Currently, the Finance Department begins to review the rate and fee structures, increases in the cost of services and contracts, the proposed capital improvement program, and other financial plans. The City Council’s goals and objectives guide the budget-making process.

However, the budget process for the City of La Pine is an ongoing process throughout the year. During each fiscal year, new initiatives for services, new regulation, new funding sources, better methods for providing existing services, and new concerns are brought forward by citizens and staff to the City Council for discussion, study, or implementation. Typically, because we tend to budget very conservatively, new programs or initiatives need to wait until the next budget cycle or longer to be fully funded.

What does city staff do to develop the budget?

To prepare for the coming budget cycle, staff evaluate current services and identifies issues to be addressed during budget hearings. Primary factors considered by staff in making recommendations include:

- Relevant federal, state or city regulations or needs that affect services provided by a department.
- Council position, policy statement, or consensus regarding a service.
- Service deficiencies that have been identified through complaints, observations, or citizen survey data.
- Demographics, neighborhood data, or trends in demand for services.
- Special interest, neighborhood data, or professional group input or request for service.
- Special studies or reports that have identified a need for a service.
- Annual equipment assessments and inventories, which have identified a deficiency.

Throughout the year the City Council addresses issues and gives staff policy direction for the development of the budget. Once that is completed, the staff turns its attention to turning that direction into numbers on paper. Factors that will play into budget planning at this point include:

- The cost of employee salaries can be one of the largest expenditure on the city budget. Therefore, careful attention is given to any cost-of-living adjustments, or any other major change in the employee salary schedule.
- Known cost factors including such items as postal rate increases, social security costs, contribution rates to employee pension and retirement funds, and other similar costs.
- Changes in employee fringe benefits, such as changes affecting vacation policy, overtime, holidays,

uniform allowances, health insurance, and sick leave affect expenditures.

- Required elements of the budget such as insurance costs, utility costs, and vehicle maintenance costs are developed.
- Capital projects that have been recommended by facility plans or special area land-use plans or have been requested by citizens.
- General economic fluctuations can be one of the most difficult considerations when preparing a budget. In recent years even the best economists have encountered difficulty in predicting the performance of the economy. Also, any local event significantly impacting the local economy is taken into consideration. The failure or inability to conservatively consider projected economic activity can cause significant financial problems.

As with the revenue estimates, fiscal prudence demands that expenditure estimates be as accurate as possible. The Budget Officer analyzes and reviews the budgets in detail, checking for accuracy and reasonableness of projections, and ensuring that all required elements of the budget are correct.

How do you know how much money the city will have?

Staff develop projections each year for each type of revenue the city receives. These projections are based on knowledge of some factors and assumptions about others. For example, the city could be notified that it will receive a \$1 million reimbursement grant for a capital project. The capital project is scheduled to last from May in one year until September one year later. As a result of the construction schedule, this project will cross three fiscal years. Before revenue projections can be finalized for each fiscal year, the project construction (expense) schedule must be set so that reimbursement dates for grant revenues may be determined and revenue budgeted as accurately as possible in each fiscal year. A good example of this situation is the current Water and Wastewater Expansion Project, which has span over multiple years.

Many revenue estimates must be made based on assumptions about general economic conditions and trends. For example, development related revenues (building permits, system development charges, and requests for new water service connections) are all based on assumptions about what development will do in La Pine during the coming year. Revenues estimates are made cautiously since estimating too high may result in setting a budget that will not be supported by future revenues.

Is the budget ever evaluated?

Throughout the fiscal year, the expenditures and revenues are monitored monthly and compared to the budget appropriations. Operating reports are prepared by the Finance Director and provided to the City Manager and City Council monthly at Council Meetings.

At the close of the fiscal year, the Annual Financial Report is prepared which reports on the financial condition of the City. During the budget process, this information is used to compare the projections of revenues and expenditures made during the prior fiscal year to the actual revenues and expenditures for a given fiscal year. Current year and future assumptions about revenues and expenditures may be changed depending on how close projections were to actual figures.

Can the budget be amended once it is adopted?

During the fiscal year, when the city is operating with the adopted budget, changes in appropriated expenditures sometime become necessary. These changes can be made mid-year by the City Council. The City Council may amend the adopted budget either by passing a transferring resolution, or by adopting a supplemental budget. Changes that require moving an existing appropriation from one area of the budget to another can normally be made by resolution. A supplemental budget is most often required when new appropriation authority is needed.

Who do I contact for more information?

All requests for public information in the City of La Pine are handled by the Administrative Assistant, City Recorder and City Manager. Please call 541-536-1432, email info@lapineoregon.gov or visit our website at www.lapineoregon.gov



BUDGET SUMMARY FISCAL YEAR 2025-26

INTRODUCTION

This section of the budget document provides an overview of the fiscal information regarding operations of the City of La Pine for FY 2025-26. This section begins (below) with a summary of the FY 2025-26 City budget that combines all funds by type. The following pages breakdown key categories of revenues and expenditures offering a snapshot of the flow of funds to and through the City.

SUMMARY OF THE ADOPTED BUDGET

Per state law, the proposed budget for FY 2025-26 is balanced. The City's projected revenue totals are \$8,471,088. With an estimated beginning fund balance of \$20,277,105, and Transfers In of \$2,345,000 the City anticipates it will have a total of \$31,093,193 in resources to fund services, operations, and projects. A consolidated summary of the revenues and expenditures is outlined in the chart below:

Consolidated Financial Summary for all Funds			
	2023-24 Actual	2024-25 Adopted	2025-26 Proposed
Revenue			
Beginning Balance	\$ 14,269,115	\$ 17,587,219	\$ 20,277,105
Taxes	\$ 658,601	\$ 457,500	\$ 477,500
Transfers In	\$ 720,000	\$ 2,703,977	\$ 2,345,000
Franchise Fees	\$ 416,963	\$ 328,225	\$ 377,580
State Shared Revenues	\$ 459,761	\$ 280,000	\$ 410,000
Grant Revenue	\$ 5,484,368	\$ 5,345,026	\$ 3,477,469
Planning Revenues	\$ 228,153	\$ 85,000	\$ 140,000
Economic Development	\$ 58,899	\$ 71,271	\$ 77,076
Utility Fees	\$ 1,919,367	\$ 2,158,500	\$ 2,569,313
SDC Income	\$ 1,506,277	\$ 920,000	\$ 521,000
All others	\$ 868,483	\$ 313,275	\$ 421,150
Total Revenues	\$ 26,589,987	\$ 30,249,993	\$ 31,093,193
Expenditures by Category			
Personnel Services	\$ 1,255,003	\$ 2,028,155	\$ 2,178,253
Materials & Services	\$ 1,724,621	\$ 3,181,650	\$ 3,967,206
Capital Outlay	\$ 13,321,500	\$ 9,803,926	\$ 8,784,969
Transfers Out	\$ 420,000	\$ 2,703,977	\$ 2,345,000
Debt Service	\$ 228,044	\$ 1,192,908	\$ 1,168,000
Contingencies	\$ -	\$ 1,155,000	\$ 1,990,000
Unappropriated / Reserved	\$ 9,640,819	\$ 10,184,377	\$ 10,659,765
Special Payments			
Total Expenditures	\$ 26,589,987	\$ 30,249,993	\$ 31,093,193

REVENUE SUMMARY

It is essential to establish revenue projections at the onset of the budget process. These projections provide parameters to measure proposed projects and expenditures against. The City is conservative with revenue

projections to minimize potential revenue shortfalls and unanticipated economic factors.

When revenue projections are low, the additional revenue assists the City in building reserve funds and increasing the beginning fund balance on the next year's budget.

Carryover is essential to the City's sustainability in future years.

Revenue projections in this year's budget are based on the following assumptions:

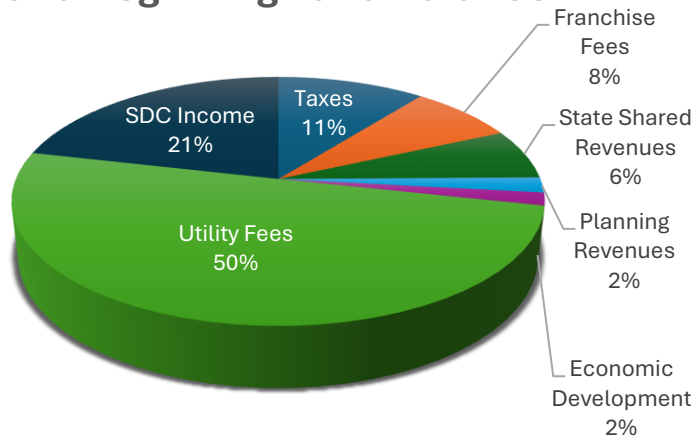
- Property Tax Growth at 3%
- Increase in Water Rates of 3%
- Increase in Sewer Rates of 18%

The revenues for FY 2025-26 balance the expenditures at \$31,093,193. Of that figure, \$20,277,105 or 65% is carryover from previous years constituting the beginning fund balance. This year Utility Service Fees are the largest contributors to revenue. This is due to the rate increases listed above.

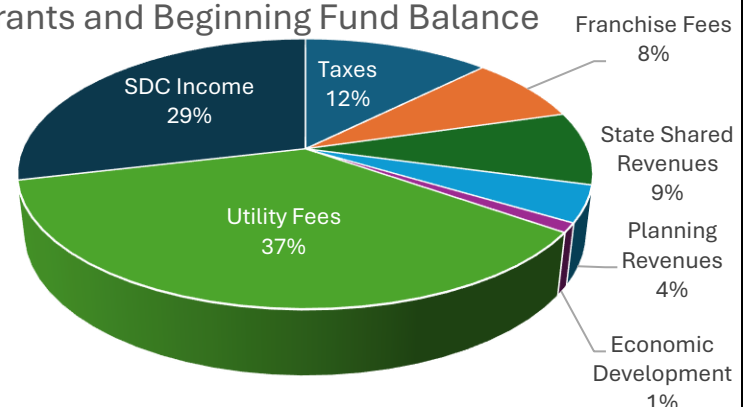
City revenues generally come from taxes, State Shared Revenues, franchise fees, planning fees, economic development fees, SDC Income and utility fees. The charts on this page depict these revenues by percentage. Grants and Beginning Fund Balances are removed from these charts. These two categories substantially affect the charts and do not paint a clear picture of where the City's revenues come from.

The following pages include additional information on the major revenue sources utilized by the City of La Pine through budgeted expenditures.

Budgeted Revenue, without Grants and Beginning Fund Balance



FY 2023-24 Actual Revenues, without Grants and Beginning Fund Balance



Property Taxes

Description:

The City levies a tax amount each year for operations. The levy based on the City's permanent rate is \$1.98 per thousand dollars of assessed value as determined by the Deschutes County Assessor's Office. This is the maximum levy allowed the City under State Law without additional voter approval.

Fiscal Year	Property Tax Levy
2022-23	\$427,104
2023-24	\$464,717
2024-25 Estimate	\$460,000
2025-26 Proposed	\$475,000

Use:

The levy is used to fund daily operations within the General Fund. There are no restrictions as to usage.

Structure:

Levy for Operations—\$1.98 per \$1,000 of assessed valuation in FY 2025-26.

Assumptions:

The City is dependent on residential, commercial, and industrial values in their assessed values. Although assessed properties values have rapidly risen over the past couple of years, as well as new construction on the tax rolls, the City is conservative in tax growth assumptions. Based on conversations with the Deschutes County Assessor's Office, and assumptions stated above, this budget assumes a 3% growth in assessed value.

Franchise Fees

Description:

Franchise fees are charged to utilities for use of the public right-of-way. The City has franchise agreements with TDS Broadband, TDS Telecom, Cascade Natural Gas, CenturyTel, Midstate Electric, CenturyLink, Republic Services, and Light Speed Networks. Each franchise is a negotiated contract with a percentage of gross revenue as the franchise fee.

Fiscal Year	Franchise Fees
2022-23	\$369,810
2023-24	\$416,963
2024-25 Estimate	\$374,908
2025-26 Proposed	\$377,580

Use:

There are no restrictions on the use.

Two years ago the City began depositing a portion of these revenues into the Streets Fund rather than facilitating an annual interfund transfer from the General Fund. This is the first year that the City has had data that is comparable in this fund. So far, the process is working well and helping the street fund to build reserves for streets projects.

Structure:

The fees range in percentage of the gross income by Franchisee.

Assumptions:

Although franchise fees have generally increased each year, they can fluctuate depending on large customer usage. The projected revenues of franchise fees in this budget are conservative and reflect previous years actuals collected.

Planning Revenues

Description:	Planning Revenues are generated by planning applications processed by the City. Secondly, they are generated by advanced planning fees. These fees are assessed by the Deschutes County Building Department on development.
Use:	Planning fees are used to pay for the operations and staffing of the Community Development Department.
Structure:	Planning Fees are based on application type. Advanced planning fees are based on building valuation.
Assumptions:	The city is conservatively budgeting this program. When recessions come, Community Development Departments historically suffer most because their revenues are based on building. The City currently subsidizes this Department from the General Fund.

Fiscal Year	Planning Fees
2022-23	\$92,429
2023-24	\$228,153
2024-25 Estimate	\$140,000
2025-26 Proposed	\$140,000



Water Rates

Description:

The City operates and maintains a potable water system within the City of La Pine. The City charges for the use and consumption of water.

Use:

The revenue generated by water is used to cover the cost of operations, maintenance, administration, and replacement of the water distribution system.

Structure:

There are two components to the City's water charge. There is a fixed monthly charge based on meter size. Volume is calculated at a flat rate per 1000 gallons for commercial uses and in a 3-Tier scale based on consumption for residential users.

Assumptions:

Beginning July 1 in FY 2025-26 water rates will increase 3%. This budget includes proposed water rates revenues of \$1,105,813 based on previous water rate revenues and the 3% rate increase.

Additional

Information:

The City received a rate study recommendation from FCS Group in 2015 that proposed water rates be increased by 3% from FY 2015-16 through FY 2021-22. However, rates were not increased from FY20 – FY23. Last year the City raised the rates by 6% due to the water and wastewater project debt reserve requirements. The final recommended increase of 3% will be implemented this year. This rate study document is available at City Hall.

		Residential Commercial	
Fixed Monthly Charges		\$ / Meter	
Meter Size	MCE Factor		
5/8"	1.00	\$ 35.51	\$ 35.51
3/4"	1.00	\$ 35.51	\$ 35.51
1"	2.50	88.79	88.79
1 1/2"	5.00	177.59	177.59
2"	8.00	284.13	284.13
3"	16.00	568.26	568.26
4"	25.00	887.91	887.91
6"	50.00	1,775.81	1,775.81
Volume Charges		\$ /1,000 gal	
Tier 1: 0-3,600 gal		\$ 1.47	\$ 3.07
Tier 2: 3,601-7,200 gal		\$ 2.21	\$ 3.07
Tier 3: > 7,200 gal		\$ 3.69	\$ 3.07

Sewer Rates

Description: The City operates and maintains a Wastewater Collection and Treatment System and the City charges each user having a sewer connection or otherwise discharging sewage, industrial waste, or other liquids into the City's sewer system.

Use: The revenue generated by sewer rates is used to cover the cost of operations, maintenance, administration, and replacement of the wastewater collection and treatment system.

Structure: The City has two components to its structured sewer rate. Each user pays a monthly minimum that is based on Meter Size and MCE (Meter Capacity Equivalent). Also, the city uses average winter water usage to calculate Residential discharge. Commercial discharge is calculated on monthly water usage.

Assumptions: Beginning July 1 in FY 2025-26 sewer rates will increase by 18%. This budget includes proposed sewer rates revenues of \$1,275,000 based on previous sewer revenues and the 18% rate increase.

Additional

Information: The City received a rate study recommendation from FCS Group in 2015 that sewer rates be increased by 10% from FY 2015-16 through FY 2019-20, then by 18% from FY 2020-21 through FY 2023-24, and then by 6% in FY 2024-25. However, rates were not

Meter Size	MCE Factor	\$ / Meter	\$ / MCE	Total Monthly Fixed Charge
5/8"	1.00	\$ 19.03	\$ 17.86	\$ 36.90
3/4"	1.00	\$ 19.03	\$ 17.86	\$ 36.90
1"	2.50	\$ 19.03	\$ 44.67	\$ 63.70
1 1/2"	5.00	\$ 19.03	\$ 89.32	\$ 108.36
2"	8.00	\$ 19.03	\$ 142.92	\$ 161.95
3"	16.00	\$ 19.03	\$ 285.83	\$ 304.87
4"	25.00	\$ 19.03	\$ 446.61	\$ 465.65
6"	50.00	\$ 19.03	\$ 1,123.01	\$ 1,142.05
Volume Charge				
Residential	\$ 6.11	per 1,000 gal of avg. winter water usage [a]		
Commercial	\$ 11.32	per 1,000 gal of all water usage		

[a] Average metered water usage between November and February of previous fiscal year

increased from FY20 – FY23. Last year the city increased the rates by 18%. This leaves three remaining rate increases, the 8% remaining from last year, one 18% increase, and one 6% increase. The City will increase rates by 18% this year. Then the City will increase rates by 14% (6% recommended and 8% make up from FY23). This rate study document is available at City Hall.

Water and Sewer SDCs (System Development Charges)

- Description:** A System Development Charge (SDC) is a one-time fee imposed on new development (and some types of re-development) at the time of development. The purpose of this fee is to recover a fair share of the cost of existing and planned facilities.
- Use:** The revenue generated by SDCs is used to expand infrastructure. Specific ORS regulates and restricts what SDC income can be used for.
- Structure:** Both water and sewer SDCs are charged based on the size of water meter being installed at the development. Rates start at the rate for a 5/8" meter (smallest option) and increase by MCE (Meter Capacity Equivalent) as the size of the water meter increases.
- Assumptions:** There are no assumptions this Fiscal Year.

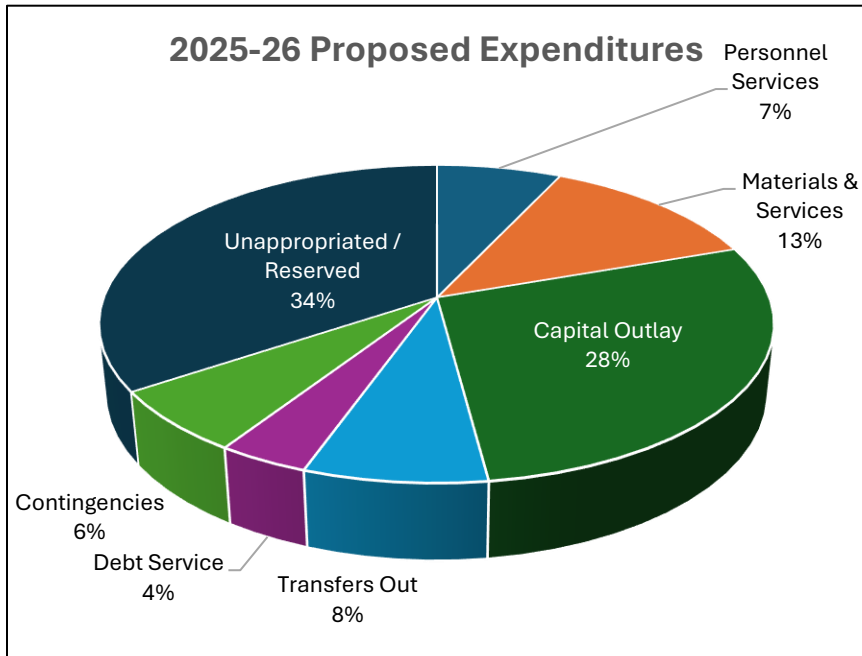


Transportation SDCs (System Development Charges)

- Description:** A System Development Charge (SDC) is a one-time fee imposed on new development (and some types of re-development) at the time of development. The purpose of this fee is to recover a fair share of the cost of existing and planned facilities.
- Use:** The revenue generated by SDCs is used to expand infrastructure. Specific ORS regulates and restricts what SDC income can be used for.
- Structure:** Transportation SDCs are charged based on EDU's (Equivalent Dwelling Unit) contingent on the type of development. A Single-Family Dwelling Transportation SDC is \$4,409.
- Assumptions:** There are no assumptions this Fiscal Year.

EXPENDITURE SUMMARY

Under Oregon budget law, the City has the authority to appropriate all revenue sources. As a result, the City of La Pine prepares an annual budget for all funds meaning that all money expected to be received as resources are appropriated out as expenditures.



Appropriations by Classification

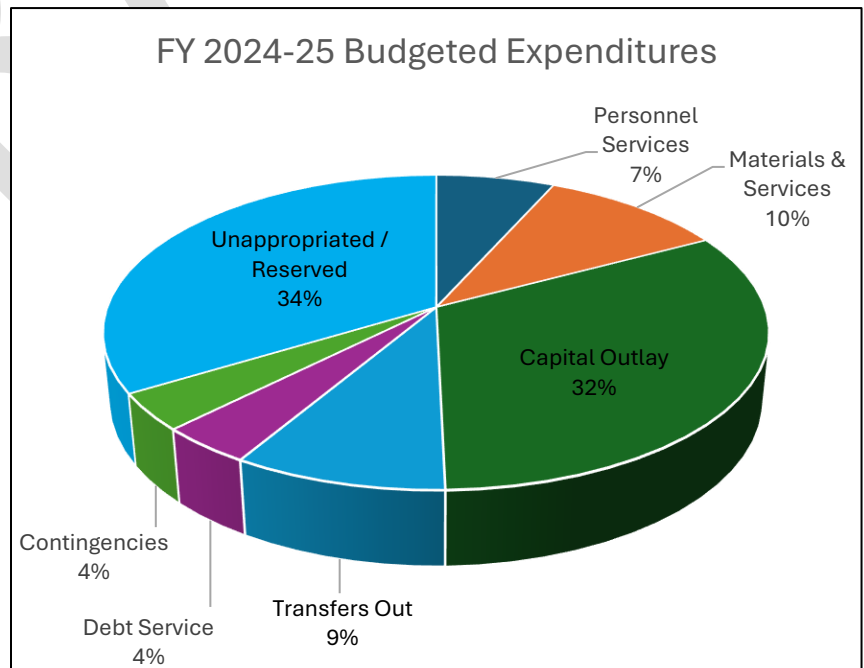
An important consideration is what portion of the budget is being spent on certain classifications of expenditure. The city budget breakdown includes use of seven major classifications: personnel services, materials and services, capital outlay, transfers, debt service, contingency, and reserves/unappropriated. Personnel Services relate to payroll and staffing. Materials and Services are expenditures that are related to the operations of the fund and are not classified as Capital

Improvement Costs. Debt Service is the amounts relating to payment of debt for a particular fund.

Contingencies, Capital Services, and Interfund Transfers are covered in more detail farther into this document.

The largest category of expenditure in the proposed FY 2025-26 budget is the Unappropriated Ending Fund Balance of \$10,659,765 (34%). Following in second place is Capital Outlay budgeted at \$8,784,969 (28%). These capital expenditures mainly relate to the various projects slated for completion by the City this year. More information about these projects is contained in the *Key Projects by Fund* section in this document.

The next largest categories are Materials and Services (\$3,967,206 – 13%), Transfers Out (\$2,345,000– 8%), and Personnel Services (\$2,178,253 – 7%). The remaining categories of expenditure are Contingency (\$1,990,000 -- 6%), and Debt Service (\$1,168,000 – 4%).



Capital Improvements

Capital Outlay includes all anticipated expenditures for individual items with a cost greater than \$5,000 and a useful life expectancy of one year or more. This budget includes capital investment in all funds except for the City's reserve funds.

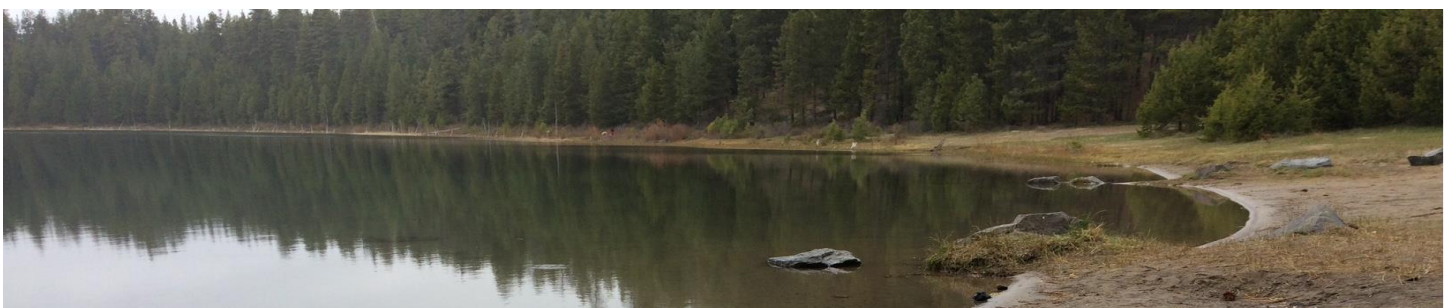
The City prides itself on having the ability to set aside and save for larger capital projects. Specific capital projects are detailed later in this budget document in the key projects and the overview of changes by fund sections.

Contingencies

Appropriations set aside for contingencies are budgeted to allow the City to address emergencies or unexpected circumstances that may be used following approval of the City Council. If the City Council authorizes the use of contingency funds, the funds are transferred by resolution to the necessary expenditure category. There is never an actual expenditure in the classification of Contingency.

The City budget includes contingencies across operating funds. As a general budget principle, having adequate contingencies offers flexibility with unforeseen events. Those funds set aside as contingency that are not spent, roll into the following fiscal year, and increase the beginning fund balance. State law requires that contingency transfers of greater than 15% of appropriations be handled by a Supplemental Budget Process.

Contingency Amounts	
General Fund	\$ 400,000
Cemetery Fund	\$ 15,000
Streets Fund	\$ 200,000
Tourism Fund	\$ 150,000
Community Development	\$ 75,000
Industrial / Economic Development	\$ 50,000
Water	\$ 350,000
Sewer	\$ 750,000
TOTAL CONTINGENCIES BUDGETED	\$ 1,990,000



Position	FTE		
	FY 2023-24	FY 2024-25	FY 2025-26
City Manager	1.00	1.00	1.00
Assistant City Manager / Finance Director	1.00	1.00	1.00
Public Works Director	1.00	1.00	1.00
City Engineer		1.00	1.00
Community Development Director	1.00	1.00	1.00
Associate Planner	1.00	1.00	1.00
Executive Assistant			1.00
City Recorder		1.00	1.00
Administrative Assistant	1.00	1.00	1.00
Accounting Clerk	1.00	-	-
Utility Billing Clerk		1.00	1.00
Public Works Maintenance Staff	4.00	5.00	5.00
Total	11.00	14.00	15.00

Interfund Transfers

Interfund Transfers represent the movement of monies between funds within the City. This is normally done to move money from the operating funds into other funds where they will be saved for future expenditures or used to complete capital projects.

This budget reflects both moving to save as well as moving funds to reimburse for capital projects.

Personnel Services & Staffing Levels

The FY 2025-26 proposed budget includes a total of 15.0 full-time equivalent (FTE) employees, up from 14.0 FTE in FY 2024-25. One FTE equals approximately 2,080 hours of work each year. Proposed staffing level changes in this budget include the addition of an Executive Assistant.

Benefits and Wages are budgeted to increase with consideration given to the cost-of-living increases in the area over the last 2-3 years. Cost of Living Adjustments (COLA) is budgeted at 2.9%.



Fund	Transfers In	Transfers Out	Difference
General		\$ 215,000	\$ (215,000)
Streets	\$ 250,000	\$ 175,000	\$ 75,000
Community Development	\$ 175,000	\$ 30,000	\$ 145,000
Water & Sewer Reserve	\$ 1,000,000	\$ -	\$ 1,000,000
Equipment Reserve	\$ 350,000	\$ 250,000	\$ 100,000
CDD Operating Reserve	\$ 30,000		\$ 30,000
Industrial / Economic Development	\$ 40,000		\$ 40,000
SDC	\$ 500,000		\$ 500,000
Water		\$ 1,150,000	\$ (1,150,000)
Sewer		\$ 525,000	\$ (525,000)
Totals	\$ 2,345,000	\$ 2,345,000	\$ -

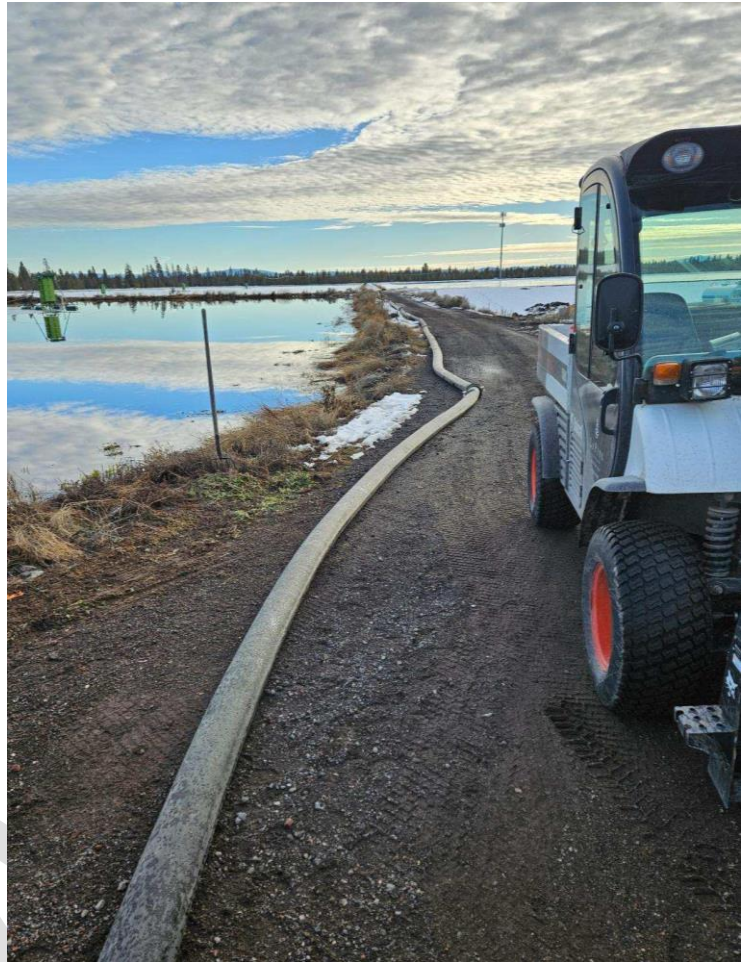
Key Projects by Fund

KEY PROJECTS BY FUND

As the Water and Wastewater Expansion project winds down, the rest of the City is still geared up for several future projects. Last year at this time the Water & Wastewater project was halted due to inadvertent discoveries located in the Glenwood Subdivision. This stall to the project lasted for a few months which extended the project timeline. However, the stall also provided time for staff to fully vet the addition of three private streets to the project. Without this stall, there is the potential that approximately 20 homes may not have been connected. As of April 2025, the remaining portions of the projects include the Industrial Lift Station and any warranty work discovered over the next 12 months. Staff is pleased to announce that almost a decade after its inception the project has reached substantial completion.

As has been mentioned in previous budget documents, staffing had been an issue for the City since the onset of COVID. Staff is happy to note that only one position has turned over in the last 12 months. Further, the city still has open recruitments for a Public Works Director and City Engineer. Last fall, the city hired the new position of Utility Billing Clerk. The addition has increased redundancy, coverage of the lobby and help with the foot traffic. This position also relieved the City Recorder from the lobby duties and as a result that position has been able to take on new responsibilities. This Fiscal Year the City is only proposing one added position which will be an Executive Assistant for the City Manager. This position will be split amongst the General, Streets, Community Development, Water and Sewer Funds. In addition to a small portion being absorbed by the Urban Renewal District.

Other major funding projects that are wrapping up before the FY25 year end are both ARPA projects and the completion of the Comprehensive Plan Update. The first ARPA funding was used for enhanced police forces in the City and the creation of the City's own Finance Department. This funding has been exhausted, however, the City's relationship with Deschutes County Sheriff will continue, as well as the continuation of employment of our in-house Financial Director. The second ARPA project was the Eastside Sidewalk Design. The project will be shelf ready for funding to make the Eastside Sidewalks on Highway 97 match the Westside. The Comprehensive Plan update, implemented in late 2023, should be completed by June. This update evaluated how citizens envisioned the City looking in 20 years. This project was headed by the City's Community Development Department, who have spent numerous hours gathering information through public outreach over the last 2 years to accomplish this.



General & Cemetery Funds

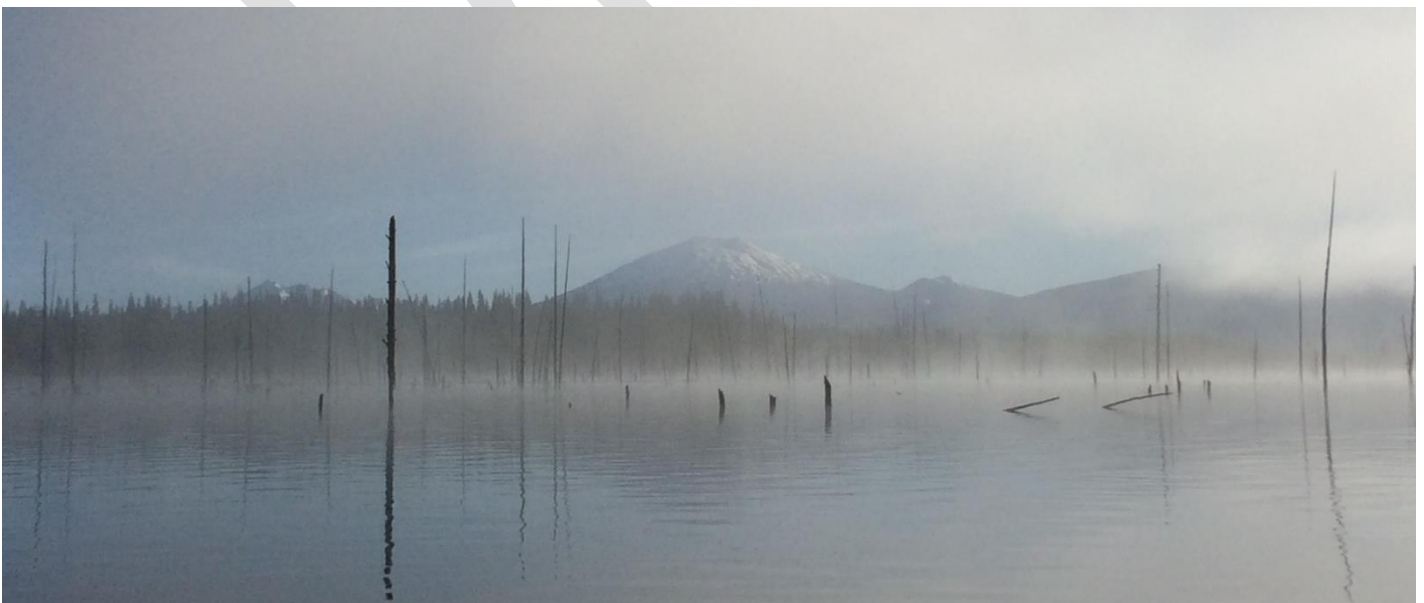
The City's safety committee has been underway for a little over a year now. Some of the projects they have completed have included purchasing life jackets for emergency use at the wastewater treatment plant, lighting for City Hall, the Booster Station and Wastewater Treatment Plant, and First Aid Kits for all the vehicles. This year the Safety Committee is requesting AED's for all buildings, Exit Light replacements, and a safer boat for travel in the City's Lagoons for repairs and maintenance.



The General Fund has projects budgeted including outside painting, a potential fire suppression system, and paving. The City Hall building has not been painted since the inception of its use in 2011. The need for a fire suppression system is being evaluated by our local fire chief. Paving for City Hall also hasn't been reassessed since the initial construction of this building. Last year the City received an IT system upgrade and a new Audio and Visual System in our Council Chambers. With the interior upgrades completed, staff thought it appropriate to begin working on the outside maintenance of the building.

As the City evolves, and more staff are brought on the need for space is becoming more apparent. The General Fund has begun reserving funds for this expansion which will likely need to occur in the next 3-5 years. You can see where this amount is earmarked on pg. 49, account 10-950-7000.

There are no projects outlined for the Cemetery Fund. The City Manager and other staff are hoping to better open communications with the local mortuary who helps manage the Cemetery for the City. The Cemetery fund is always very limited as there are not a lot of plot sales. Plot sales are the only source of revenue for that fund.



Streets Fund

As discussed earlier, the City has wrapped up it's Eastside Sidewalk Design project this year. We are considering, potentially, coupling this project with wastewater mainline expansion on highway 97. There is no definitive decision on this yet, however, now that we have the sidewalk design in hand, staff is willing to consider this as an option. Beginning in April 2025 the City started maintenance of dirt roads using it's own staff. This is a big step for the City as this has historically been contracted out. Last year, the Streets fund reserved \$250,000 for equipment for this purpose. This year the City intends to purchase the equipment and begin this maintenance program.



Lastly, staff is still considering methods of funding for the Streets Fund. Some of those considerations are a fee on utility bills, a gas tax, a bond, and lastly an Urban Renewal District. It is important to note that none of these methods have been decided and any decisions for this type of funding would be discussed and vetted by the City Council through a public meeting process.

Tourism Fund

There are no new projects this year in the Tourism Fund. Last year the Tourism Fund, in conjunction with the Urban Renewal Agency, began work on an archway into the City of La Pine. That project is about 30% completed as of April 2025. Also budgeted last year was beautification and signage at the Transit Center on 4th Street. As many of you are aware the initial funding for this project was not enough to cover the design. As a result, many elements were removed, including landscaping and signage. The City intends to work on this element of the project during the summer and fall of 2025.



Community Development Fund

The city’s Community Development Department has been continually working on Long Range Projects. As of April 2025 the department is wrapping up the Comprehensive Plan update, which should be fully completed by late June or early July. Next, the department will be working on two projects. First, a code amendment to be put together post Comp Plan Amendment update. Secondly, the department will be working on a Transportation System Plan update. This update will be funded by a grant provided by ODOT (Oregon Department of Transportation). Other projects of significance in the coming fiscal year include work with Deschutes County on the Newberry Master Plan update, a rate study, and the establishment of a reserve fund for future saving.



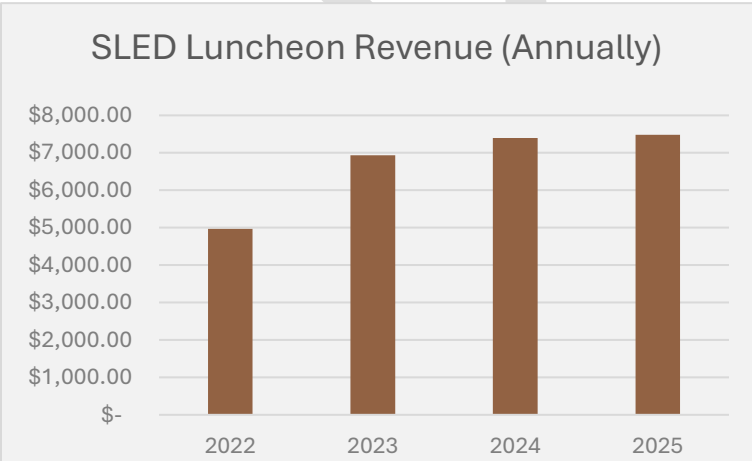
SDC (System Development Charges) Fund



The city is in need of new Capital Improvement Plans for Streets, Water and Sewer. These costs for these plans were budgeted in FY25, however, none of the funds were expended. As a result, the City will be re-budgeting those dollars for FY26. Our hope is to have some headway on these projects during the fall of 2025. The other expenditure coming from the SDC Fund this year is the continuation of work on the Newberry Lift Station. This project has been bid and will like commence in the late spring / early summer 2025.

Industrial / Economic Development Fund

The major project for the City’s Industrial / Economic Development Fund this year will be the continuation of the city’s spec building. During FY24 the City was awarded \$1.5M from the State of Oregon to begin working



on this project. Since then the project has been bid, and a contractor solidified. Construction on this project should begin by summer 2025. As always, this fund annually puts on a very successful luncheon at the Sunriver Resort. The current Economic Development Manager works hard to make this a successful event annually. The event has been held for the last 5 years and yields a sizeable profit each year. Data for the last 4 luncheons shown.

Water Fund



Staff is excited to be wrapping up the Water and Wastewater Expansion. This over \$40M project (\$18M slated for water) has been underway since fall 2022. Substantial completion for the water portion was completed in April 2025. As we segway into a steadier pace in this fund the City is not anticipating any large projects. This fund has budgeted for some outside painting for the Booster Station, some potential water right purchases, a new vactor truck (only partially funded through water), and the potential for a

new water fill station for hydrant water. Last year this fund completed the WMCP (Water Management and Conservation Plan) which should be submitted and finalized by June 2025. This plan is required by the Oregon Water Resources Department every 5 years. Other projects for this fund include an ordinance and code review, the Capital Improvement Plan update (budgeted from the SDC fund), and a potential rate study if the CIP is completed prior to the Fiscal Year End.

Sewer Fund

Again, sentiments should be given to the completion of the City's Water and Wastewater expansion. Of the over \$40M project, \$22M was expended for sewer. Substantial completion for all parts of this project outside of the Industrial Lift station is slated for June 2025. As this department moves into a slower pace we are not taking on any large projects. This fund has budgeted the purchase of a vactor truck (only partially funded through sewer). Other projects for this fund include an ordinance and code review, the Capital Improvement Plan update (budgeted from the SDC fund), and a potential rate study if the CIP is completed prior to the Fiscal Year End.



Overview of Changes by Fund

OVERVIEW AND CHANGES BY FUND

General Fund

The only substantial change to revenue in the General Fund is to Shared Revenues. This is because some substantial grant amounts were recorded in this line item for FY22 and FY23. These amounts skewed the correct amounts received to that line item. Staff continues to monitor it annually, and have seen this trend smooth out since. Changes to expenditures include an increase in personnel services. This is because staff has decided to reallocate where personnel services are spent. This change results in higher personnel costs in the General Fund, but lower costs in the Streets, Community Development, Water and Sewer Funds. Materials and Services, Capital Outlay, Debt Service, Transfers Out, Contingency and Unappropriated Ending Fund Balance all remain consistent to last year.



Cemetery Fund

There are no substantial changes to the Cemetery Fund.

Streets Fund

This year there is a large transfer into the fund from the Equipment Reserve Fund. This is for the intended purchase of a grader, water truck and roller. These pieces of equipment will allow the City to conduct its own maintenance in the Cagle subdivision, and other unimproved City owned streets, going forward. Personnel Service costs are decreased this year due to the reallocation of staff expenses discussed above. Materials and Services, Capital Outlay, Debt Service, Transfers Out, Contingency and Unappropriated Ending Fund Balance all remain consistent to last year.

Tourism Fund

There are no substantial changes to the Tourism Fund.

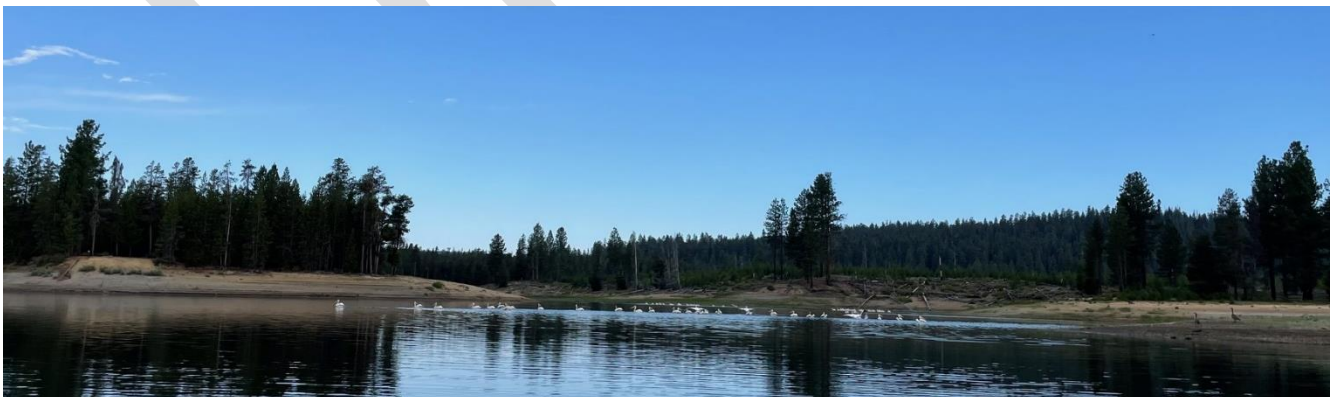
Community Development Fund

This year the transfer into this fund from the General Fund has increased. This is due to the influx of long-range work being conducted by this department. Some of these projects, discussed in the Key Projects by Fund section include Newberry Master Plan collaboration, the Transportation System Plan (TSP) update and a rate study. Personnel Service costs are down due to the reallocation discussed in the General Fund section. Material & Services costs are up due to an increase in contracted services related to any of the long-range projects identified for this fiscal year. An increase to Engineering Services is also anticipated as the City continues to recruit for a Public Works Director and City Engineer. Capital Outlay, Debt Service, Transfers Out, Contingency and Unappropriated Ending Fund Balance all remain consistent to last year.



Water & Sewer, Equipment and Debt Reserve Funds

The water and sewer funds will be transferring a total of \$1M (\$500,000 each) to the Reserve Fund this year. This is to help restore reserves after much of it was spent during the City's Water & Wastewater Expansion. The Debt Reserve fund is fully funded with required USDA reserves. This process was completed during the FY25 budget, therefore, no new transfers were made. Lastly, the Equipment Reserve fund will receive \$350,000 of transfers in from the Water, Sewer and Streets Funds (combined) and \$250,000 transferred out to the Streets Fund.



Community Development Operating Reserve Fund

This is a new fund created to begin saving funds in case of a recession or other unforeseen economic emergency.

Industrial / Economic Development Fund



This year the annual transfer to this fund from the General Fund has been restored. The transfer represents the General Fund matching the contributions received annually from Deschutes County. Materials and Services have been reduced from last year due to a decrease to Contracted Services. These contractor costs are now accounted for in Capital Expenditures related to the construction of the spec building. The City did not spend as much as anticipated for this construction, so the amount has been budgeted again this year. Contingency and Unappropriated Ending Fund Balance remain consistent to last year.

SDC Fund

The SDC fund continues to rebuild after a large expenditure related to the Water and Wastewater Expansion. The water fund is transferring in \$500,000 for the purpose of rebuilding. Capital Expenditures include the expansion of the Newberry Lift Station and Capital Improvement Plans (CIP's) for Water, Sewer and Streets. These amounts are consistent with last year because those projects were not initiated.

Water Fund

The Water Fund is projecting a 3% increase. This is the last in a set of increases recommended by FCS group over a decade ago. Personnel Services remains consistent, however, slightly lower than last year due to the reallocation of staff discussed earlier in this document. Materials and Services remain consistent with a slight increase due to inflationary expectations. As the large projects conclude staff is closely monitoring the Capital Outlay expenditures for settling. Staff is also monitoring the Debt Service category as this is the first year that the City's substantial Debt Service payments are due for the expansion project. Transfers Out, Contingency and Unappropriated Ending Fund Balance all remain consistent to last year.

Sewer Fund

The Sewer Fund is projecting an 18% rate increase. This is the second to last in a set of increases recommended by FCS group over a decade ago. Personnel Services remains consistent, however, slightly lower than last year due to the reallocation of staff discussed earlier in this document. Materials and Services remain consistent with a slight increase due to inflationary expectations. As with the Water Fund, as the large projects conclude, staff is closely monitoring the Capital Outlay expenditures for settling. Staff is also monitoring the Debt Service category as this is the first year that the City's substantial Debt Service payments are due for the expansion project. Contingency and Unappropriated Ending Fund Balance have increased. This is due largely to the fact that last year the City transferred substantial debt service reserves out of this fund as required by the USDA.



Budget Worksheets by Fund

General Fund

CITY OF LA PINE, OREGON
BUDGET WORKSHEET
FY 2025-26

GENERAL FUND

		FY 2022-23	FY 2023-24	FY 2024-25			FY 2025-26	
		ACTUALS	ACTUALS	BUDGET	YTD Feb. 2024	Projection	PROPOSED	ADOPTED
10-301-100	BEGINNING FUND BALANCE	1,643,526	3,055,350	2,870,326	3,060,820	3,060,820	3,192,207	
10-310-110	PROPERTY TAXES - CURRENT	427,104	464,717	455,000	457,157	460,000	475,000	
10-310-120	PROPERTY TAXES - PRIOR	2,474	2,918	2,500	2,088	2,700	2,500	
10-320-210	OLCC RENEWAL FEE REVENUE	800	625	800	250	250	250	
10-320-220	SOCIAL GAMING LICENSES	250	100	100	-			
10-320-230	BUSINESS LICENSE REVENUES	14,472	12,960	15,000	1,809	15,000	15,000	
10-320-240	MARIJUANA LICENSE REVENUE	400	75	75		75	-	
10-320-250	EVENT FEE REVENUE	325	750	400	250	400	400	
10-320-330	MOTEL TAX REVENUE	56,490	57,290	56,000	40,351	57,000	57,000	
10-330-340	STATE SHARED REVENUE	23,653						
10-330-345	STATE SHARED REVENUE COMBINED	201,475	223,882	85,000	104,315	156,000	175,000	
10-330-390	GRANTS - MISCELLANEOUS			-				
10-350-510	FRANCHISE FEE - BEND COMMUN	19,533	8,973	5,200	3,017	4,525	4,500	
10-350-515	FRANCHISE FEE - CASCADE N.G.	48,667	14,330	9,400	4,321	6,482	6,500	
10-350-520	FRANCHISE FEE - CENTURYTEL	70	44	75	11	17	20	
10-350-525	FRANCHISE FEE - MID STATE ELEC	237,624	82,119	70,000	36,652	54,978	57,000	
10-350-535	FRANCHISE FEE - CENTURY LINK	5,343	2,596	3,200	402	603	700	
10-350-540	FRANCHISE FEE - REPUBLIC SVCS.	55,660	19,053	16,000	13,021	19,532	20,000	
10-350-600	FRANCHISE FEE - LIGHT SPEED NET.	2,913	1,154	1,200	208	312	400	
10-380-810	INTEREST INCOME	66,284	125,275	25,000	106,023	130,000	25,000	
10-390-930	RENTAL INCOME	20,886	21,512	21,500	14,736	22,104	22,500	
10-390-932	RENTAL INCOME - TOWER	10,665	18,653	20,500	10,190	15,285	16,000	
10-390-980	ELECTION INCOME							
10-390-990	MISCELLANEOUS INCOME	282	22,879	2,500	29,240	29,240	2,500	
10-480-200	TRANSFERS IN - STREETS FUND			11,750		-		
10-480-300	TRANSFERS IN - COMM. DEV FUND			38,750		-		
10-480-400	TRANSFERS IN - INDUSTRIAL FUND			31,750		-		
10-480-220	TRANSFERS IN - TOURISM FUND			25,000		-		
10-480-500	TRANSFERS IN - WATER FUND			423,750		400,000		
10-480-520	TRANSFERS IN - SEWER FUND			23,750		-		
TOTAL FUND RESOURCES		2,838,896	4,135,255	4,214,526	3,884,861	4,435,322	4,072,477	-



GENERAL FUND								
		FY 2022-23	FY 2023-24	FY 2024-25			FY 2025-26	
		ACTUALS	ACTUALS	BUDGET	YTD Feb. 2024	Projection	PROPOSED	ADOPTED
PERSONNEL SERVICES								
10-510-1100	REGULAR PAYROLL	90,133	129,560	145,720	80,511	120,767	332,463	
10-510-1150	OVERTIME WAGES	393	625	25,000	4	6	33,246	
10-510-1420	SOCIAL SECURITY/MEDICARE	14,406	16,097	9,913	6,529	9,794	21,865	
10-510-1440	STATE UNEMPLOYMENT	3,031	2,886	3,887	1,270	1,905	8,575	
10-510-1460	WORKERS COMP ASSESSMENT	510	937	122	1,958	2,937	259	
10-510-1800	HEALTH INSURANCE	19,079	32,002	28,080	18,738	28,107	55,080	
10-510-1900	RETIREMENT BENEFITS	9,477	691	7,775	4,831	7,247	17,150	
TOTAL PERSONNEL SERVICES		137,029	182,798	220,497	113,841	170,762	468,638	-
MATERIALS & SERVICES								
10-520-2050	AUDIT	12,360	16,114	18,000	20,427	20,427	7,556	
10-520-2080	ADVERTISING EXPENSE	3,942	2,448	1,500	2,178	4,500	4,500	
10-520-2150	BANK FEES	6,800	19,790	15,000	12,551	19,000	20,000	
10-520-2180	CLEANING/JANITORIAL	113		-				
10-520-2220	COMMUNITY FUND - UNRESTRICTED	11,750	6,470	40,000	25,420	25,420	6,500	
10-520-2250	CONTRACTED SERVICES	9,496	3,367	12,000		5,000	40,000	
10-520-2255	CONTRACTED SERVICES-DES CO SHERIFF			245,000		245,000	275,000	
10-520-2280	ELECTION COSTS			2,000		-	2,000	
10-520-2300	EMPLOYEE REIMB. - CLOTHING		326	3,500	2,800	3,500	-	
10-520-2325	ENGINEERING			15,000	-	7,500	15,000	
10-520-2350	FUEL	73	37	2,500	-		2,500	
10-520-2400	INSURANCE	4,405	5,547	7,000	6,514	6,514	7,000	
10-520-2500	IT - PARTS & EQUIPMENT		1,521		756	1,200	2,000	
10-520-2520	IT - SOFTWARE & SUPPORT	17,692	14,810	20,000	13,092	20,000	25,000	
10-520-2530	IT - WEBSITE DESIGN & MAINT	450	450	15,000	6,438	7,500	25,000	
10-520-2600	LEGAL FEES EXPENSE	5,981	2,468	50,000	4,280	25,000	50,000	
10-520-2700	MEETINGS/TRAVEL/TRAINING	2,761	13,071	17,000	7,508	13,000	25,000	
10-520-2720	MEMBERSHIP & DUES	6,371	5,409	8,500	6,330	7,000	10,000	
10-520-2730	MOSQUITO SPRAYING	30,727	38,838	38,000	20,246	35,000	45,000	
10-520-2750	OFFICE SUPPLIES/COPIER	3,999	7,419	12,500	3,832	6,500	12,500	
10-520-2770	POSTAGE FEES	681	927	1,500	488	1,000	3,000	
10-520-2840	REPAIRS & MAINT - BUILDINGS	4,157	6,054	13,000	1,760	3,500	45,000	
10-520-2850	REPAIRS & MAINT - EQUIPMENT		71			-		
10-520-2860	REPAIRS & MAINT - LANDSCAPING	1,080		8,500	-	-		
10-520-2870	REPAIRS & MAINT - VEHICLE	77	9	2,500	750	1,500	2,500	
10-520-2880	SECURITY	368	434	1,200	407	900	1,500	
10-520-2900	UTILITIES - GAS/ELECTRICITY	1,779	2,438	3,500	1,115	1,800	3,500	
10-520-2910	UTILITIES - GARBAGE	3	97	-	-			
10-520-2920	UTILITIES - TELEPHONE	3,876	3,788	5,000	2,016	3,025	5,000	
10-520-2990	MISCELLANEOUS EXPENSE	11,859	239,611	10,000	4,217	7,500	10,000	
10-520-2995	MISC PAYROLL FEES		5,426					
TOTAL MATERIALS & SERVICES		140,800	396,940	567,700	143,125	471,286	645,056	-

GENERAL FUND								
	FY 2022-23 ACTUALS	FY 2023-24 ACTUALS	FY 2024-25			FY 2025-26		
			BUDGET	YTD Feb. 2024	Projection	PROPOSED	APPROVED	ADOPTED
CAPITAL OUTLAY								
10-550-5150	CITY HALL IMPROVEMENTS	30,215	260,000	40,605	70,000	400,000		
10-550-5155	ARPA (POLICE MOU) -- moved to M&S		-	120,762	-			
10-550-5200	ARPA (SIDWALKS)			62,352	-			
10-550-5230	TRANSIT CENTER	86,086	50,000	-	-			
10-550-5235	LANDSCAPE COST			-	-			
10-550-5260	EQUIPMENT PURCHASES		6,700	8,197	8,159			
10-550-5315	MISC. CAPITAL PROJECTS	265,997	-					
	TOTAL CAPITAL OUTLAY	352,083	316,700	231,916	78,159	400,000	-	-
DEBT SERVICE								
10-560-6100	COP SERIES 2011B PRINCIPAL PMT	25,000	30,000	30,000	30,000	30,000		
10-560-6110	COP SERIES 2011B INTEREST PMT.	15,927	14,482	12,908	6,848	12,908	13,000	
	TOTAL DEBT SERVICE	40,927	44,482	42,908	36,848	42,908	43,000	-
INTERFUND TRANSFERS - OUT								
10-780-2100	TRANSFERS OUT - STREET FUND	200,000	20,000	325,000	-	325,000		
10-780-2200	TRANSFER OUT - TOURISM FUND			-				
10-780-2250	TRANSFER OUT - CEMETERY FUND	7,500		-				
10-780-2300	TRANSFERS OUT - COMM DEVELOPMENT	40,000		155,000	-	155,000	175,000	
10-780-2325	TRANSFER OUT - IND ECON	45,000		-		40,000		
10-780-2340	TRANSFER OUT - WATER FUND		400,000	-				
10-780-2350	TRANSFERS OUT - WASTEWATER FUND	215,000		-				
	TOTAL INTERFUND TRANSFERS - OUT	507,500	420,000	480,000	-	480,000	215,000	-
CONTINGENCY								
10-910-1000	CONTINGENCY		400,000	-		400,000		
	TOTAL CONTINGENCY	-	-	400,000	-	-	400,000	-
RESERVE FOR FUTURE EXPENDITURES								
10-950-6000	RESERVE - FUTURE CAPITAL		1,000,000	-		1,000,000		
10-950-7000	RESERVE - FUTURE EXPANSION		120,000	-		240,000		
	TOTAL RESERVE FOR FUTURE EXPENDITURES	-	-	1,120,000	-	-	1,240,000	-
UNAPPR. ENDING FUND BALANCE								
10-990-1000	UNAPPR. ENDING FUND BALANCE		1,066,721	-		660,783		
	TOTAL UNAPPR. ENDING FUND BALANCE	-	-	1,066,721	-	-	660,783	-
	TOTAL FUND REQUIREMENTS	1,178,339	1,074,435	4,214,526	525,730	1,243,115	4,072,477	-
	NET RESOURCES OVER REQUIREMENTS	1,660,557	3,060,820	-	3,359,131	3,192,207	-	-

Cemetery Fund

CITY OF LA PINE, OREGON
BUDGET WORKSHEET
FY 2025-26

CEMETERY FUND

		FY 2022-23	FY 2023-24	FY 2024-25			FY 2025-26		
		ACTUALS	ACTUALS	BUDGET	YTD Feb. 2024	Projection	PROPOSED	APPROVED	ADOPTED
20-301-100	BEGINNING FUND BALANCE	42,204	51,787	42,013	60,174	60,174	62,274		
20-340-420	CEMETERY PLOT SALES	3,700	5,960	1,200	-	-	3,500		
20-350-100	TRANSFER IN - GENERAL FUND	7,500	20,000		-				
20-380-810	INTEREST INCOME	711	2,068	700	1,725	2,100	500		
20-390-990	MISCELLANEOUS INCOME				-				
TOTAL FUND RESOURCES		54,115	79,815	43,913	61,899	62,274	66,274	-	-
PERSONNEL SERVICES									
TBD	REGULAR PAYROLL								
TBD	OVERTIME WAGES								
TBD	SOCIAL SECURITY/MEDICARE								
TBD	STATE UNEMPLOYMENT								
TBD	WORKERS COMP ASSESSMENT								
TBD	HEALTH INSURANCE								
TBD	RETIREMENT BENEFITS								
TOTAL PERSONNEL SERVICES		-	-	-	-	-	-	-	-
20-520-2050	ACCOUNTING/AUDIT	190		400			500		
20-520-2250	CONTRACTED SERVICES		5,990	6,000			10,000		
20-520-2400	INSURANCE	2,202	2,773	3,700	3,257		5,000		
20-520-2600	LEGAL FEES EXPENSE		823	5,000			5,000		
20-520-2860	REPAIRS & MAINT - CEMETERY	88	932	7,500	11		7,500		
20-520-2990	MISCELLANEOUS EXPENSE			1,500	141		1,500		
TOTAL MATERIALS & SERVICES		2,480	10,518	24,100	3,409	-	29,500	-	-
CAPITAL OUTLAY									
20-550-5000	CAPITAL OUTLAY		9,123	5,000	-		7,500		
TOTAL CAPITAL OUTLAY		-	9,123	5,000	-	-	7,500	-	-
CONTINGENCY									
20-910-1000	CONTINGENCY			5,000	-		15,000		
TOTAL CONTINGENCY		-	-	5,000	-	-	15,000	-	-
UNAPPR. ENDING FUND BALANCE									
20-990-1000	UNAPPR. ENDING FUND BALANCE			9,813	-		14,274		
TOTAL UNAPPR. ENDING FUND BALANCE		-	-	9,813	-	-	14,274	-	-
TOTAL FUND REQUIREMENTS		2,480	19,641	43,913	3,409	-	66,274	-	-
NET RESOURCES OVER REQUIREMENTS		51,635	60,174	-	58,490	62,274	-	-	-

Streets Fund

CITY OF LA PINE, OREGON
BUDGET WORKSHEET
FY 2025-26

STREETS FUND

		FY 2022-23	FY 2023-24	FY 2024-25			FY 2025-26	
		ACTUALS	ACTUALS	BUDGET	YTD Feb. 2024	Projection	PROPOSED	ADOPTED
21-301-100	BEGINNING FUND BALANCE	1,347,226	1,570,333	1,681,883	1,883,006	1,883,006	1,658,446	
21-330-330	STATE GAS FUNDS REVENUE	194,959	235,879	195,000	148,501	215,000	235,000	
21-330-390	GRANT REVENUE - STREETS			450,000		-		
21-310-120	FEE IN LIEU - RECEIVED		67,757			-	50,000	
21-380-810	INTEREST INCOME	21,399	81,182	15,000	50,009	65,000	15,000	
21-390-990	MISCELLANEOUS INCOME		27,880	2,000	4,658	4,658	2,000	
21-350-510	FRANCHISE FEE - BEND COMMUN		13,315	12,000	7,033	10,550	13,000	
21-350-515	FRANCHISE FEE - CASCADE N.G.		33,438	22,000	10,083	15,125	34,000	
21-350-520	FRANCHISE FEE - CENTURYTEL		52	50	26	39	60	
21-350-525	FRANCHISE FEE - MID STATE ELEC		191,611	150,000	92,520	138,780	191,000	
21-350-535	FRANCHISE FEE - CENTURY LINK		3,127	2,500	939	1,409	3,200	
21-350-540	FRANCHISE FEE - REPUBLIC SVCS.		44,458	34,000	29,898	44,847	44,500	
21-350-600	FRANCHISE FEE - LIGHT SPEED NET.		2,693	2,600	972	1,458	2,700	
21-480-100	TRANSFERS IN - GENERAL FUND	200,000		325,000		325,000		
	TRANSFERS IN - EQUIPMENT RESERVE						250,000	
TOTAL FUND RESOURCES		1,763,584	2,271,725	2,892,033	2,227,645	2,704,871	2,498,906	-
PERSONNEL SERVICES								
21-510-1100	REGULAR PAYROLL	62,103	78,636	173,673	64,746	97,119	160,141	
21-510-1150	OVERTIME WAGES	252	1,768	38,000	1,276	1,914	16,015	
21-510-1420	SOCIAL SECURITY/MEDICARE	5,887	7,218	11,802	5,326	7,989	10,480	
21-510-1440	STATE UNEMPLOYMENT	1,294	2,154	4,628	1,059	1,589	4,110	
21-510-1460	WORKERS COMP ASSESSMENT	304	135	2,035	1,962	2,943	2,072	
21-510-1800	HEALTH INSURANCE	15,586	20,610	33,480	16,314	24,471	31,320	
21-510-1900	RETIREMENT BENEFITS	5,224	4,273	9,257	3,646	5,469	8,216	
TOTAL PERSONNEL SERVICES		90,650	114,794	272,875	94,329	141,494	232,354	-
MATERIALS & SERVICES								
21-520-2050	AUDIT	4,500	5,513	6,000	7,527	7,527	4,900	
21-520-2080	ADVERTISING EXPENSE			2,500			2,500	
21-520-2250	CONTRACTED SERVICES		417	7,500	1,876	5,000	7,500	
21-520-2300	EMPLOYEE REIMB - CLOTHING		333	1,500			-	
21-520-2325	ENGINEERING COSTS			5,000			10,000	
21-520-2350	FUEL	1,147	3,341	3,000	4,127	7,500	10,000	
21-520-2370	GRADING/DUST ABATEMENT			20,000		25,000	25,000	
21-520-2400	INSURANCE	4,405	5,547	8,750	6,514	6,514	6,700	
21-520-2500	IT - PARTS & EQUIPMENT			2,000	98	1,000	1,000	
21-520-2520	IT - SOFTWARE & SUPPORT		2,000		489	1,000	1,000	
21-520-2600	LEGAL FEE EXPENSE		1,819	10,000	2,478	6,000	10,000	
21-520-2700	MEETINGS/TRAVEL/TRAINING		1,289	1,700	3,227	3,500	5,000	
21-520-2720	MEMBERSHIP & DUES		187	1,500		1,500	1,700	
21-520-2750	OFFICE SUPPLIES/COPIER		295	2,500	305	1,500	3,000	

STREETS FUND

		FY 2022-23	FY 2023-24	FY 2024-25			FY 2025-26	
		ACTUALS	ACTUALS	BUDGET	YTD Feb. 2024	Projection	PROPOSED	ADOPTED
21-520-2830	REPAIRS & MAINT - MATERIALS				4,680	4,680	5,500	
21-520-2840	REPAIRS & MAINT - BUILDING		1,106	5,000	551	1,000	10,000	
21-520-2850	REPAIRS & MAINT - EQUIPMENT	1,568	5,558	5,000	9,557	13,000	17,000	
21-520-2860	REPAIRS & MAINT - LANDSCAPING	62,023	97,734	82,000	34,630	75,000	84,000	
21-520-2865	ROAD MAINTENANCE	2,742	3,663	65,000	37,169	76,000	65,000	
21-520-2870	REPAIRS & MAINT - VEHICLES	2,915	2,986	4,500	10,787	12,500	12,500	
21-520-2880	SNOW PLOWING	13,676	13,893	35,000	11,138	17,500	35,000	
21-520-2890	STREET LIGHTING	16,004	17,068	20,000	12,213	18,500	20,000	
21-520-2920	UTILITIES - TELEPHONE		284	500	445	750	1,250	
21-520-2990	MISCELLANEOUS EXPENSE	1,926	2,586	5,000	592	592	2,000	
TOTAL MATERIALS & SERVICES		110,906	165,619	293,950	148,403	285,563	340,550	-
CAPITAL OUTLAY								
21-550-5210	SIDEWALK IMPROVEMENTS		89,183	325,000	120,662	325,000	325,000	
21-550-5235	LANDSCAPE COSTS			200,000				
21-550-5240	STREET LIGHTS			150,000				
21-550-5260	EQUIPMENT PURCHASES	4,755	19,123	45,000	44,368	44,368	325,000	
21-550-5270	STREET MAINTENANCE							
21-550-5600	TRANSPORTATION SYS. PLAN COSTS							
21-550-5650	PROJECTS (ROADS, SIDEWALKS & OTHER)			250,000			100,000	
TOTAL CAPITAL OUTLAY		4,755	108,306	970,000	165,030	369,368	750,000	-
INTERFUND TRANSFERS - OUT								
21-780-2000	TRANSFERS OUT - EQUIP. RES FUND			250,000		250,000	175,000	
21-780-3000	TRANSFERS OUT - GENERAL FUND			11,750				
TOTAL INTERFUND TRANSFERS - OUT		-	-	261,750	-	250,000	175,000	-
CONTINGENCY								
21-910-1000	CONTINGENCY			200,000			200,000	
TOTAL CONTINGENCY		-	-	200,000	-	-	200,000	-
RESERVE FOR FUTURE EXPENDITURES								
21-950-6000	RESERVE - FUTURE CAPITAL			300,000			200,000	
TOTAL RESERVE FOR FUTURE EXPENDITURES		-	-	300,000	-	-	200,000	-
UNAPPR. ENDING FUND BALANCE								
21-990-1000	UNAPPR. ENDING FUND BALANCE			593,458			601,002	
TOTAL UNAPPR. ENDING FUND BALANCE		-	-	593,458	-	-	601,002	-
TOTAL FUND REQUIREMENTS		206,311	388,719	2,892,033	407,762	1,046,425	2,498,906	-
NET RESOURCES OVER REQUIREMENTS		1,557,273	1,883,006	-	1,819,883	1,658,446	-	-

Tourism Fund

CITY OF LA PINE, OREGON
BUDGET WORKSHEET
FY 2025-26

TOURISM FUND

		FY 2022-23	FY 2023-24	FY 2024-25			FY 2025-26	
		ACTUALS	ACTUALS	BUDGET	YTD Feb. 2024	Projection	PROPOSED	ADOPTED
22-301-100	BEGINNING FUND BALANCE	289,194	342,927	360,557	401,169	401,169	433,119	
22-330-320	MOTEL TAX REVENUE	130,881	133,676	100,000	94,136	130,000	135,000	
22-330-390	MISC INCOME							
22-380-810	INTEREST INCOME	4,667	12,478	3,500	12,260	15,000	4,000	
22-480-100	TRANSFERS IN - GENERAL FUND							
	TOTAL FUND RESOURCES	424,742	489,081	464,057	507,565	546,169	572,119	-
	MATERIALS & SERVICES							
22-520-2050	ACCOUNTING/AUDIT	760	1,470	1,500			1,500	
22-520-2080	ADVERTISING EXPENSE		(300)	350			2,500	
22-520-2200	CHAMBER & VISITORS CENTER (TRT)	51,000	74,800	74,800	56,100	74,800	74,800	
22-520-2230	TOURISM PROMOTION (TRT)	1,850	2,000	15,000	5,250	15,000	15,000	
22-520-2235	ARTS AND CULTURE TOURISM (TRT)	2,500		7,500			75,000	
22-520-2236	4TH OF JULY MARKETING	3,440	9,942	10,000		7,500	10,000	
22-520-2250	CONTRACTED SERVICES (TRT)			10,000		7,500	7,500	
22-520-2600	LEGAL FEES EXPENSE (TRT)			5,000		7,500	10,000	
22-520-2990	MISC EXPENSE (TRT)	797		1,500		750	1,500	
	TOTAL MATERIALS & SERVICES	60,347	87,912	125,650	61,350	113,050	197,800	-
	CAPTIAL OUTLAY							
22-550-5150	PROJECTS (TRT RESTRICTED)	51,144		75,000		-	75,000	
	TOTAL CAPITAL OUTLAY	51,144	-	75,000	-	-	75,000	-
	INTERFUND TRANSFERS - OUT							
22-780-1000	TRANSFERS OUT - GENERAL FUND			25,000				
	TOTAL INTERFUND TRANSFERS - OUT	-	-	25,000	-	-	-	-
	CONTINGENCY							
22-910-1000	CONTINGENCY			50,000			150,000	
	TOTAL CONTINGENCY	-	-	50,000	-	-	150,000	-
	RESERVE FOR FUTURE EXPENDITURES							
22-950-6000	RESERVE - FUTURE CAPITAL			50,000			50,000	
	TOTAL RESERVE FOR FUTURE EXPENDITURES	-	-	50,000	-	-	50,000	-
	UNAPPR. ENDING FUND BALANCE							
22-990-1000	UNAPPR. ENDING FUND BALANCE			138,407			99,319	
	TOTAL UNAPPR. ENDING FUND BALANCE	-	-	138,407	-	-	99,319	-
	TOTAL FUND REQUIREMENTS	111,491	87,912	464,057	61,350	113,050	572,119	-
	NET RESOURCES OVER REQUIREMENTS	313,251	401,169	-	446,215	433,119	-	-



Community Development Fund

CITY OF LA PINE, OREGON
BUDGET WORKSHEET
FY 2025-26

COMMUNITY DEVELOPMENT FUND

		FY 2022-23	FY 2023-24	FY 2024-25			FY 2025-26	
		ACTUALS	ACTUALS	BUDGET	YTD Feb. 2024	Projection	PROPOSED	ADOPTED
23-301-100	BEGINNING FUND BALANCE	\$ 722,601	737,448	510,293	597,435	597,435	455,986	
23-330-300	DES. CO ADVANCED PLANNING FEES	51,547	142,098	45,000	36,869	55,000	55,000	
23-330-350	GRANT REVENUES - TA			45,000	-		50,000	
TBD	GRANT REVENUES - TSP						150,000	
23-340-410	PLANNING FEES	40,882	86,055	40,000	61,192	85,000	85,000	
23-380-810	MISCELLANEOUS INCOME		3,022					
23-480-100	TRANSFER IN - GENERAL FUND	40,000		155,000		155,000	175,000	
23-380-810	INTEREST INCOME	10,580	18,707	6,000	11,794		7,500	
TOTAL FUND RESOURCES		865,610	987,330	801,293	707,290	892,435	978,486	-
PERSONNEL SERVICES								
23-510-1100	REGULAR PAYROLL	69,162	188,792	285,693	140,943	211,415	272,846	
23-510-1150	OVERTIME WAGES		148	1,500	-	-	5,500	
23-510-1420	SOCIAL SECURITY/MEDICARE	5,937	17,002	19,468	11,296	16,944	17,926	
23-510-1440	STATE UNEMPLOYMENT	1,125	6,515	7,635	1,253	1,880	7,030	
23-510-1460	WORKERS COMP ASSESSMENT	822	968	232	78	117	217	
23-510-1800	HEALTH INSURANCE	15,875	41,159	49,680	27,955	41,933	47,520	
23-510-1900	RETIREMENT BENEFITS	3,339	6,860	15,269	6,464	9,696	14,060	
TOTAL FUND RESOURCES		96,260	261,444	379,477	187,989	281,984	365,099	-
MATERIALS & SERVICES								
23-520-2050	ACCOUNTING / AUDIT	2,100	2,834	3,500	3,513	3,513	1,200	
23-520-2080	ADVERTISING EXPENSE	777	3,239	3,500	5,186	8,000	8,000	
23-520-2150	BANK FEES	973		-				
23-520-2250	CONTRACTED SERVICES	3,780	28,942	10,000	7,600	12,000	50,000	
23-520-2300	EMPLOYEE REIMBURSE (CLOTHING)	11,420	783				-	
23-520-2350	FUEL				29	100	150	
23-520-2500	IT - PARTS & EQUIPMENT	565	679	7,500	3,773	7,500	7,500	
23-520-2520	IT - SOFTWARE & SUPPORT	3,978	25,545	10,000	5,945	10,000	10,000	
23-520-2530	IT - WEBSITE DESIGN & MAINT		6,875					
23-520-2600	LEGAL FEES EXPENSE	7,554	12,215	25,000	12	12,000	15,000	
23-520-2700	MEETINGS/TRAVEL/TRAINING	3,307	4,077	10,000	7,425	7,425	10,000	
23-520-2720	MEMBERSHIP & DUES	685	913	3,000	530	530	3,500	
23-520-2750	OFFICE SUPPLIES/COPIER	1,516	3,501	4,500	1,922	4,500	5,000	
23-520-2770	POSTAGE FEES	647	3,468	6,400	2,330	3,700	4,500	
23-520-2870	REPAIRS & MAINT - VEHICLES				479	1,000	1,000	
23-520-2920	UTILITIES - TELEPHONE	187	740	750	973	1,500	1,500	
23-520-2990	MISCELLANEOUS EXPENSE	357	552	5,000	140	1,500	1,500	
TOTAL MATERIALS & SERVICES		37,846	94,363	89,150	39,857	73,268	118,850	-

COMMUNITY DEVELOPMENT FUND									
CAPITAL OUTLAY									
23-550-1000	LA PINE 2045		34,088	73,000	44,303	73,000			
23-550-2000	RATE STUDY			120,000	-		120,000		
23-550-5260	EQUIPMENT PURCHASES			6,700	8,197	8,197			
TBD	TSP UPDATE						150,000		
TOTAL CAPITAL OUTLAY		-	34,088	199,700	52,500	81,197	270,000	-	-
INTERFUND TRANSFERS - OUT									
23-780-1000	TRANSFERS OUT - GENERAL FUND			38,750	-	-			
tbd	TRANSFERS OUT - OPERATING RESERVE						30,000		
TOTAL INTERFUND TRANSFERS - OUT		-	-	38,750	-	-	30,000	-	-
CONTINGENCY									
23-910-1000	CONTINGENCY						75,000		
TOTAL CONTINGENCY		-	-	-	-	-	75,000	-	-
RESERVE FOR FUTURE EXPENDITURES									
23-950-6000	RESERVE - FUTURE CAPITAL						25,000		
		-	-	-	-	-	25,000	-	-
UNAPPR. ENDING FUND BALANCE									
23-990-1000	UNAPPR. ENDING FUND BALANCE			94,216			94,537		
TOTAL UNAPPR. ENDING FUND BALANCE		-	-	94,216	-	-	94,537	-	-
TOTAL FUND REQUIREMENTS		134,106	389,895	801,293	280,346	436,449	978,486	-	-
NET RESOURCES OVER REQUIREMENTS		731,504	597,435	-	426,944	455,986	-	-	-

Water and Sewer Reserve Fund

CITY OF LA PINE, OREGON
BUDGET WORKSHEET
FY 2025-26

RESERVE FUND - WATER/SEWER

		FY 2022-23	FY 2023-24	FY 2024-25			FY 2025-26	
		ACTUALS	ACTUALS	BUDGET	YTD Feb. 2024	Projection	PROPOSED	ADOPTED
26-301-100	BEGINNING FUND BALANCE							
26-301-200	BEGINNING FUND BALANCE - WATER	711,168	154,800	137,653	158,707	158,707	933,088	
26-301-300	BEGINNING FUND BALANCE-SEWER	\$ 2,252,032	490,200	315,017	802,573	802,573	310,452	
26-380-810	MISCELLANEOUS INCOME		16,280	14,436	-			
26-480-500	TRANSFERS IN - WATER FUND			400,000	-	400,000	500,000	
26-480-520	TRANSFERS IN - SEWER FUND		300,000		-		500,000	
TOTAL FUND RESOURCES		2,963,200	961,280	867,106	961,280	1,361,280	2,243,540	-
CAPITAL OUTLAY								
26-550-5500	CONSTRUCTION EXPENSE - WATER	553,200			-		-	-
26-550-5500	CONSTRUCTION EXPENSE - SEWER	1,765,000			-		-	-
TOTAL CAPITAL OUTLAY		2,318,200	-	-	-	-	-	-
CONTINGENCY								
26-910-1000	CONTINGENCY			-	-			
TOTAL CONTINGENCY		-	-	-	-	-	-	-
TRANSFER OUT								
26-780-2100	TRANSFER OUT - SEWER FUND							
26-780-2200	TRANSFER OUT - WATER FUND							
TOTAL INTERFUND TRANSFERS - OUT		-	-	-	-	-	-	-
RESERVE FOR FUTURE EXPENDITURES								
26-950-6000	RESERVE - FUTURE CAPITAL - WATER			133,088			1,433,088	1,433,088
26-950-7000	RESERVE - FUTURE CAPITAL - SEWER			310,452			810,452	810,452
TOTAL RESERVE FOR FUTURE EXPENDITURES		-	-	443,540	-	-	2,243,540	2,243,540
UNAPPR. ENDING FUND BALANCE								
26-990-1000	UNAPPR. ENDING FUND BALANCE - WATER			-				
26-990-1000	UNAPPR. ENDING FUND BALANCE - SEWER			-				
TOTAL UNAPPR. ENDING FUND BALANCE		-	-	-	-	-	-	-
TOTAL FUND REQUIREMENTS		2,318,200	-	443,540	-	-	2,243,540	2,243,540
NET RESOURCES OVER REQUIREMENTS		645,000	961,280	423,566	961,280	1,361,280	-	(2,243,540)

Equipment Reserve Fund

CITY OF LA PINE, OREGON
BUDGET WORKSHEET
FY 2025-26

RESERVE FUND - EQUIPMENT									
		FY 2022-23	FY 2023-24	FY 2024-25			FY 2025-26		
		ACTUALS	ACTUALS	BUDGET	YTD Feb. 2024	Projection	PROPOSED	APPROVED	ADOPTED
32-301-100	BEGINNING FUND BALANCE						285,000		
32-480-100	TRANSFERS IN - STREETS FUND			250,000		250,000	175,000		
32-480-200	TRANSFERS IN - SEWER FUND			5,000		5,000	25,000		
32-480-500	TRANSFERS IN - WATER FUND			30,000		30,000	150,000		
	TOTAL FUND RESOURCES	-	-	285,000	-	285,000	635,000	-	-
CAPITAL OUTLAY									
32-550-5150	EQUIPMENT EXPENSE - STREETS	-					-	-	-
32-550-5160	EQUIPMENT EXPENSE - WATER								
32-550-5170	EQUIPMENT EXPENSE - SEWER	-					-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-	-
CONTINGENCY									
32-910-1000	CONTINGENCY			-					
	TOTAL CONTINGENCY	-	-	-	-	-	-	-	-
32-780-2300	TRANSFER OUT - STREEET FUND						250,000		
32-780-2400	TRANSFER OUT - WATER FUND								
32-780-2500	TRANSFER OUT - SEWER FUND								
	TOTAL RESERVE FOR FUTURE EXPENDITURES	-	-	-	-	-	250,000	-	-
RESERVE FOR FUTURE EXPENDITURES									
32-910-2000	RESERVE - FUTURE CAPITAL - STREETS			250,000			175,000		
32-910-3000	RESERVE - FUTURE CAPITAL - WATER			30,000			180,000		
32-910-4000	RESERVE - FUTURE CAPITAL - SEWER			5,000			30,000		
	TOTAL RESERVE FOR FUTURE EXPENDITURES	-	-	285,000	-	-	385,000	-	-
UNAPPR. ENDING FUND BALANCE									
32-990-1000	UNAPPR. ENDING FUND BALANCE - STREETS			-					
32-990-2000	UNAPPR. ENDING FUND BALANCE - WATER								
32-990-3000	UNAPPR. ENDING FUND BALANCE - SEWER			-					
	TOTAL UNAPPR. ENDING FUND BALANCE	-	-	-	-	-	-	-	-
	TOTAL FUND REQUIREMENTS	-	-	285,000	-	-	635,000	-	-
	NET RESOURCES OVER REQUIREMENTS	-	-	-	-	285,000	-	-	-

Debt Reserve Fund

CITY OF LA PINE, OREGON
BUDGET WORKSHEET
FY 2025-26

DEBT RESERVE FUND									
		FY 2022-23 ACTUALS	FY 2023-24 ACTUALS	FY 2024-25			FY 2025-26		
				BUDGET	YTD Feb. 2024	Projection	PROPOSED	APPROVED	ADOPTED
31-301-100	BEGINNING FUND BALANCE	193,503	193,503	193,503			927,730		
31-480-400	TRANSFERS IN - SEWER FUND			450,240		450,240	-		
31-480-500	TRANSFERS IN - WATER FUND			283,987		283,987	-		
	INTEREST INCOME			5,631			-		
TOTAL FUND RESOURCES		193,503	193,503	933,361	-	734,227	927,730	-	-
	RESERVE FOR FUTURE EXPENDITURES								
31-950-1000	RESERVE - DEBT SERVICE - USDA Sewer			450,240			450,240		
31-950-1000	RESERVE - DEBT SERVICE - USDA Water			283,987			283,987		
31-950-1000	RESERVE - WASHINGTON FEDERAL			193,503			193,503		
TOTAL RESERVE FOR FUTURE EXPENDITURES		-	-	927,730	-	-	927,730	-	-
TOTAL FUND REQUIREMENTS		-	-	927,730	-	-	927,730	-	-
NET RESOURCES OVER REQUIREMENTS		193,503	193,503	5,631	-	734,227	-	-	-

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Community Development Operating Reserve Fund

CITY OF LA PINE, OREGON
BUDGET WORKSHEET
FY 2025-26

RESERVE FUND - COMMUNITY DEVELOPMENT OPERATING RESERVE									
		FY 2022-23	FY 2023-24	FY 2024-25			FY 2025-26		
		ACTUALS	ACTUALS	BUDGET	YTD Feb. 2024	Projection	PROPOSED	APPROVED	ADOPTED
TBD	BEGINNING FUND BALANCE						-		
TBD	TRANSFERS IN - CDD						30,000		
	TOTAL FUND RESOURCES	-	-	-	-	-	30,000	-	-
	MATERIALS & SERVICES								
TBD	EQUIPMENT EXPENSE - STREETS	-					-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-	-
	CONTINGENCY								
TBD	CONTINGENCY			-					
	TOTAL CONTINGENCY	-	-	-	-	-	-	-	-
TBD	TRANSFER OUT - CDD								
	TOTAL RESERVE FOR FUTURE EXPENDITURES	-	-	-	-	-	-	-	-
	RESERVE FOR FUTURE EXPENDITURES								
TBD	RESERVE - CDD						30,000		
	TOTAL RESERVE FOR FUTURE EXPENDITURES	-	-	-	-	-	30,000	-	-
	UNAPPR. ENDING FUND BALANCE								
TBD	UNAPPR. ENDING FUND BALANCE - CDD			-					
	TOTAL UNAPPR. ENDING FUND BALANCE	-	-	-	-	-	-	-	-
	TOTAL FUND REQUIREMENTS	-	-	-	-	-	30,000	-	-
	NET RESOURCES OVER REQUIREMENTS	-	-	-	-	-	-	-	-



Industrial / Economic Development Fund

CITY OF LA PINE, OREGON
BUDGET WORKSHEET
FY 2025-26

INDUSTRIAL / ECONOMIC DEVELOPMENT FUND									
		FY 2022-23	FY 2023-24	FY 2024-25			FY 2025-26		
		ACTUALS	ACTUALS	BUDGET	YTD Feb. 2024	Projection	PROPOSED	APPROVED	ADOPTED
40-301-100	BEGINNING FUND BALANCE	385,745	454,997	1,924,327	514,294	514,294	1,961,188		
40-320-100	SLED ANNUAL DUES		3,750	12,000	6,450	15,000	17,550		
40-320-200	LUNCHEON SPONSORS		15,125	12,000	10,375	11,000	14,000		
40-330-350	GRANTS (SPEC BUILDING)			-	120,000	120,000	15,000		
40-340-400	INDUSTRIAL SITE LEASES	3,880	2,378	2,500	18,204	25,000	1,000		
40-340-410	INDUSTRIAL SITE SALES AND OPTIONS		7,875	15,000	111,139	111,139	15,000		
40-380-810	INTEREST INCOME	6,431	65,402	6,000	63,736	80,000	6,000		
40-390-989	DESCHUTES CNTY ANNUAL SUPPORT		29,771	29,771	31,859	31,859	29,526		
40-390-991	MISCELLANEOUS REVENUE	55,431				-			
40-480-100	TRANSFER IN - GENERAL FUND	45,000					40,000		
TOTAL FUND RESOURCES		496,487	579,298	2,001,598	876,057	908,292	2,099,264	-	-
MATERIALS & SERVICES									
40-520-2050	ACCOUNTING / AUDIT	425	735	1,000	1,004	1,004	6,500		
40-520-2080	ADVERTISING EXPENSE			1,200		1,200	1,500		
40-520-2250	CONTRACTED SERVICES	56,502	49,294	125,000	30,765	52,000	70,000		
40-520-2520	IT- SOFTWARE & SUPPORT		2,079	4,500	417	1,000	4,500		
40-520-2600	LEGAL FEES EXPENSE		94	20,000		10,000	20,000		
40-520-2625	LUNCHEON COSTS			12,000		10,000	9,500		
40-520-2650	TRADED SECTOR INCENTIVES			30,000		-	30,000		
40-520-2700	MEETINGS/TRAVEL/TRAINING	13,224	8,366	7,500	2,223	5,000	7,500		
40-520-2720	MEMBERSHIP & DUES	2,500	4,400	7,000	3,000	4,500	7,000		
40-520-2750	OFFICE SUPPLIES/COPIER		36	1,200	627	900	1,500		
40-520-2860	REPAIRS & MAINTENANCE - LAND			10,000		10,000	20,000		
40-520-2990	MISCELLANEOUS EXPENSE	254		1,500		1,500	1,500		
TOTAL MATERIALS & SERVICES		72,905	65,004	220,900	38,036	97,104	179,500	-	-
CAPITAL OUTLAY									
40-550-5000	CAPITAL OUTLAY (Spec Bldg)			1,500,000	38,799	175,000	1,750,000		
40-550-5100	EQUIPMENT PURCHASES			6,700					
TOTAL CAPITAL OUTLAY		-	-	1,500,000	38,799	175,000	1,750,000	-	-
INTERFUND TRANSFERS - OUT									
40-780-1000	TRANSFERS OUT - GENERAL FUND			31,750					
TOTAL INTERFUND TRANSFERS - OUT		-	-	31,750	-	-	-	-	-

INDUSTRIAL / ECONOMIC DEVELOPMENT FUND								
	CONTINGENCY							
40-910-1000	CONTINGENCY			50,000		50,000		
	TOTAL CONTINGENCY	-	-	50,000	-	-	50,000	-
	RESERVE FOR FUTURE EXPENDITURES							
40-950-6000	RESERVE - FUTURE CAPITAL			100,000		50,000		
		-	-	100,000	-	-	50,000	-
	UNAPPR. ENDING FUND BALANCE							
40-990-1000	UNAPPR. ENDING FUND BALANCE			98,948		69,764		
	TOTAL UNAPPR. ENDING FUND BALANCE	-	-	98,948	-	-	69,764	-
	TOTAL FUND REQUIREMENTS	72,905	65,004	2,001,598	76,835	272,104	2,099,264	-
	NET RESOURCES OVER REQUIREMENTS	423,582	514,294	-	799,222	636,188	-	-

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SDC (System Development Charges) Fund

CITY OF LA PINE, OREGON
BUDGET WORKSHEET
FY 2025-26

SDC FUND									
		FY 2022-23	FY 2023-24	FY 2024-25			FY 2025-26		
		ACTUALS	ACTUALS	BUDGET	YTD Feb. 2024	Projection	PROPOSED	APPROVED	ADOPTED
41-301-110	BEGINNING FUND BALANCE - SEWER	3,247,615	1,244,524	1,672,713		1,354,907	2,001,098		
41-301-115	BEGINNING FUND BALANCE - WATER	1,607,681	87,896	329,913		374,553	759,764		
41-301-116	BEGINNING FUND BALANCE - TRANSPORTATION	657,497	947,571	2,662,515		2,650,800	1,998,700		
	BEGINNING FUND BALANCE - LIFT STATIONS						21,000		
41-360-610	SDC INCOME - TRANSPORTATION	387,363	739,129	300,000	232,642	235,000	200,000		
41-360-630	SDC INCOME - WATER	232,260	260,368	300,000	135,485	145,000	100,000		
41-360-650	SDC INCOME - SEWER	371,311	454,590	300,000	226,542	228,000	200,000		
41-360-670	SDC INCOME - INDUSTRIAL LIFT STATION	13,650	32,478	10,000	19,443	21,000	21,000		
41-360-680	SDC INCOME - NEWBERRY LIFT STATION		19,712	10,000	-	-			
41-380-810	INTEREST INCOME -Sewer	13,830	135,206	5,000	37,467	39,000	10,000		
41-380-811	INTEREST INCOME -Water	6,846		5,000	15,323	16,500	10,000		
41-480-312	INTEREST INCOME -Transportation	2,800		5,000	75,684	77,000	10,000		
41-480-500	TRANSFERS IN - WATER FUND			250,000		250,000	500,000		
41-480-520	TRANSFERS IN - SEWER FUND								
	TOTAL FUND RESOURCES	6,540,853	3,921,474	5,850,141	742,586	5,391,760	5,831,562	-	-
	MATERIALS & SERVICES								
41-520-2881	Capital Improvement Plan - WATER			500,000	-	-	500,000		
41-520-2882	Capital Improvement Plan - SEWER			50,000	-	-	500,000		
41-520-2883	Capital Improvement Plan - TRANSPORTATION			500,000	-	-	500,000		
	TOTAL MATERIALS & SERVICES	-	-	1,050,000	-	-	1,500,000	-	-
	CAPITAL OUTLAY								
41-550-5100	CAPITAL OUTLAY - WATER	1,749,606					-	-	-
41-550-5150	CAPITAL OUTLAY - SEWER	2,274,778		1,500,000	100,222	100,222	1,500,000		
41-550-5200	CAPITAL OUTLAY - TRANSPORTATION	-	-						
	TOTAL CAPITAL OUTLAY	4,024,384	-	1,500,000	100,222	100,222	1,500,000	-	-
	INTERFUND TRANSFERS - OUT								
41-780-2000	TRANSFER OUT - TRANSPORTATION					-			
41-780-2100	TRANSFER OUT - WATER FUND					-			
41-780-2200	TRANSFER OUT - SEWER FUND					-			
	TOTAL INTERFUND TRANSFERS - OUT	-	-	-	-	-	-	-	-
	CONTINGENCY								
41-910-1000	CONTINGENCY						-	-	-
	TOTAL CONTINGENCY	-	-	-	-	-	-	-	-
	RESERVE FOR FUTURE EXPENDITURES								
41-950-1000	RESERVE - FUTURE CAPITAL - TRANSPORTATION			2,467,515			1,708,700		
41-950-2000	RESERVE - FUTURE CAPITAL - WATER			384,913			869,764		
41-950-6000	RESERVE - FUTURE CAPITAL - SEWER			447,713			211,098		
	RESERVE - FUTURE CAPITAL - LIFT STATIONS						42,000		
	TOTAL RESERVE FOR FUTURE EXPENDITURES	-	-	3,300,141	-	-	2,831,562	-	-
	UNAPPR. ENDING FUND BALANCE								
41-990-1000	UNAPPR. ENDING FUND BALANCE								
	TOTAL UNAPPR. ENDING FUND BALANCE	-	-	-	-	-	-	-	-
	TOTAL FUND REQUIREMENTS	4,024,384	-	5,850,141	100,222	100,222	5,831,562	-	-
	NET RESOURCES OVER REQUIREMENTS	2,516,469	3,921,474	-	642,364	5,291,538	-	-	-

Water Fund

CITY OF LA PINE, OREGON
BUDGET WORKSHEET
FY 2025-26

WATER FUND									
		FY 2022-23	FY 2023-24	FY 2024-25			FY 2025-26		
		ACTUALS	ACTUALS	BUDGET	YTD Feb. 2024	Projection	PROPOSED	APPROVED	ADOPTED
50-301-100	BEGINNING FUND BALANCE	\$ 529,982	2,640,750	3,251,078	3,188,714	3,188,714	3,188,714		
50-330-735	INTERGOVERNMENTAL GRANTS		4,509,813						
50-340-467	HOOKUP FEES - NEW SERVICE	6,440	12,114	7,000	5,252	6,000	6,000		
50-340-470	WATER SERVICE	763,271	928,264	960,000	715,736	1,073,604	1,105,813		
50-340-472	WATER SERVICE - MISC	26,307	(4,455)	16,000	14,458	20,000	10,000		
50-340-475	CROSS CONNECTION PROGRAM	28,375	33,181	35,000	25,592	38,388	35,000		
50-380-810	INTEREST INCOME	42,291	99,940	10,000	96,947	115,000	15,000		
50-380-930	RENTAL INCOME								
50-390-940	LATE FEES & PENALTIES	35,332	19,405	23,000	9,818	12,500	12,500		
50-390-950	FORFEITED DEPOSITS								
50-390-980	INTERIM FINANCING - CONSTRUCTION	8,026,044		1,547,526	2,312,282	3,580,686			
50-390-990	MISCELLANEOUS INCOME	2,200	53,184	1,500	9,350	9,350	1,500		
50-480-100	TRANSFERS IN - GENERAL FUND		400,000						
50-480-200	TRANSFERS IN - SDC FUND								
TOTAL FUND RESOURCES		9,460,242	8,692,196	5,851,104	6,378,149	8,044,242	4,374,527	-	-
PERSONNEL SERVICES									
50-510-1100	REGULAR PAYROLL	173,122	237,426	400,158	199,243	298,865	389,996		
50-510-1150	OVERTIME WAGES	938	7,420	35,000	5,741	8,612	19,500		
50-510-1420	SOCIAL SECURITY/MEDICARE	18,363	21,553	27,123	16,472	24,708	25,437		
50-510-1440	STATE UNEMPLOYMENT	4,041	7,138	10,636	3,613	5,420	9,976		
50-510-1460	WORKERS COMP ASSESSMENT	1,148	978	2,513	1,993	2,990	2,554		
50-510-1800	HEALTH INSURANCE	52,768	63,951	90,720	53,072	79,608	88,560		
50-510-1900	RETIREMENT BENEFITS	18,580	9,915	21,273	10,529	15,794	19,952		
TOTAL PERSONNEL SERVICES		268,960	348,381	587,423	290,663	435,995	555,975	-	-

WATER FUND

		FY 2022-23	FY 2023-24	FY 2024-25		FY 2025-26		
		ACTUALS	ACTUALS	BUDGET	YTD Feb. 2024	Projection	PROPOSED	ADOPTED
MATERIALS & SERVICES								
50-520-2050	ACCOUNTING AUDIT	3,995	5,145	7,000	7,025	7,025	9,750	
50-520-2080	ADVERTISING EXPENSE	97		1,500		3,500	4,500	
50-520-2145	BACKFLOW TESTING	7,381	6,496	10,000		10,000	25,000	
50-520-2147	BAD DEBT EXPENSE		35,518					
50-520-2150	BANK FEES	3,279	3,742	8,000	3,057	4,600	9,500	
50-520-2180	CLEANING/JANITORIAL	113		-				
50-520-2250	CONTRACTED SERVICES	1,844	8,630	20,000	16,041	20,000	10,000	
50-520-2275	DEPRECIATION EXPENSE		163,706					
50-520-2300	EMP. REIMB - CLOTHING		1,168	3,000		3,500	-	
50-520-2325	ENGINEERING COSTS	725	161	15,000		7,500	50,000	
50-520-2350	FUEL	4,685	7,009	12,000	4,039	6,300	12,000	
50-520-2375	FOREST FIRE PROTECTION	837	3,048	4,000	2,946	2,946	4,500	
50-520-2400	INSURANCE	8,809	11,094	14,000	13,027	13,027	14,000	
50-520-2450	INTEREST EXPENSE		48,051					
50-520-2520	IT - SOFTWARE & SUPPORT	14,067	19,514	19,000	17,773	27,000	27,000	
50-520-2550	LAB TESTING	1,734	6,051	10,000	3,282	7,500	10,000	
50-520-2600	LEGAL FEES EXPENSE	4,937	1,736	20,000	266	10,000	20,000	
50-520-2650	LICENSE & PERMITS				195	195		
50-520-2700	MEETINGS/TRAVEL/TRAINING	1,263	11,870	15,000	6,394	9,500	15,000	
50-520-2720	MEMBERSHIP & DUES	2,160	3,425	7,000	6,110	7,500	8,000	
50-520-2750	OFFICE SUPPLIES/COPIER	2,179	3,300	5,000	2,539	4,500	7,500	
50-520-2770	POSTAGE FEES	4,240	5,494	8,500	4,934	6,500	8,500	
50-520-2840	REPAIRS & MAINT - BUILDINGS	898	(6,256)	19,000	38,318	57,477	75,000	
50-520-2850	REPAIRS & MAINT - EQUIPMENT	8,127	6,068	10,000	5,105	8,000	10,000	
50-520-2860	REPAIRS & MAINT - MATERIALS	24,244	29,396	25,000	30,752	45,000	45,000	
50-520-2870	REPAIRS & MAINT - VEHICLES	4,547	4,335	7,000	8,743	9,500	12,500	
50-520-2875	REPAIRS & MAINT - METERS**	89,375	12,745	65,000		25,000	25,000	
50-520-2880	SECURITY	367	1,131	1,200	456	1,200	1,500	
50-520-2900	UTILITIES - GAS/ELECTRICITY	15,098	18,486	22,000	16,525	25,500	30,000	
50-520-2910	UTILITIES - GARBAGE	1,490	790	-	-			
50-520-2920	UTILITIES - TELEPHONE	3,855	4,580	4,000	3,723	5,700	6,000	
50-520-2990	MISCELLANEOUS EXPENSE	10,038	1,382	5,000	1,433	2,000	5,000	
TOTAL MATERIALS & SERVICES		220,384	417,815	337,200	192,683	330,470	445,250	-
CAPITAL OUTLAY								
50-550-5260	EQUIPMENT PURCHASES		36,492	30,000	24,096	24,096	50,000	
50-550-5310	NON-REIMBURSABLE EXPANSION COSTS	6,945	7,419	7,500	1,084	3,500	25,000	
50-550-5500	CONSTRUCTION EXPENSE	6,628,661	6,191,257	1,547,526	2,220,797	3,580,686	-	
50-550-5550	WATER FILL STATION			125,000			150,000	
50-550-5610	CHLORINATION			100,000				
50-550-5650	WATER MITIGATION CREDITS/RIGHTS						500,000	
50-550-5675	ENGINEERING DESIGN FOR WATER SYSTEM IMPR							
TOTAL CAPITAL OUTLAY		6,635,606	6,235,168	1,810,026	2,245,977	3,608,282	725,000	-

WATER FUND								
	FY 2022-23 ACTUALS	FY 2023-24 ACTUALS	FY 2024-25				FY 2025-26	
			BUDGET	YTD Feb. 2024	Projection	PROPOSED	APPROVED	ADOPTED
DEBT SERVICE								
50-560-6150	LOAN PAYMENTS - PRINCIPAL	156,696	177,827	500,000	66,166	66,166	475,000	
50-560-6160	LOAN PAYMENTS - INTEREST	36,371	5,735		32,238	32,238		
50-560-6200	DEBT REFUNDING EXPENSE							
	TOTAL DEBT SERVICE	193,067	183,562	500,000	98,404	98,404	475,000	-
INTERFUND TRANSFERS - OUT								
50-780-1000	TRANSFERS OUT - GENERAL FUND		423,750		400,000			
50-780-2000	TRANSFERS OUT - EQUIP. RES FUND		30,000		30,000	150,000		
50-780-2600	TRANSFER OUT - RESERVE FUND		400,000		400,000	500,000		
50-780-3100	TRANSFER OUT - DEBT RESERVE FUND		283,987		283,987			
50-780-4100	TRANSFERS OUT - SDC FUND		250,000			500,000		
	TOTAL INTERFUND TRANSFERS - OUT	-	-	1,387,737	-	1,113,987	1,150,000	-
SPECIAL PAYMENTS								
50-800-1000	SPECIAL PAYMENTS					-	-	-
	TOTAL SPECIAL PAYMENTS	-	-	-	-	-	-	-
CONTINGENCY								
50-910-1000	CONTINGENCY		300,000			350,000		
	TOTAL CONTINGENCY	-	-	300,000	-	-	350,000	-
RESERVE FOR FUTURE EXPENDITURES								
50-950-1000	RESERVE - USDA Short lived asset		10,933			10,933		
	TOTAL RESERVE FOR FUTURE EXPENDITURES	-	-	10,933	-	-	10,933	-
UNAPPR. ENDING FUND BALANCE								
50-990-1000	UNAPPR. ENDING FUND BALANCE		897,785			662,369		
	TOTAL UNAPPR. ENDING FUND BALANCE	-	-	897,785	-	-	662,369	-
	TOTAL FUND REQUIREMENTS	7,318,017	7,184,926	5,831,104	2,827,727	5,587,138	4,374,527	-
	NET RESOURCES OVER REQUIREMENTS	2,142,225	1,507,270	20,000	3,550,422	2,457,105	-	-



Sewer Fund

CITY OF LA PINE, OREGON
BUDGET WORKSHEET
FY 2025-26

SEWER FUND								
		FY 2022-23	FY 2023-24	FY 2024-25			FY 2025-26	
		ACTUALS	ACTUALS	BUDGET	YTD Feb. 2024	Projection	PROPOSED	ADOPTED
52-301-100	BEGINNING FUND BALANCE	\$ 1,142,154	2,060,551	1,635,428	2,169,336	2,169,336	2,088,339	
52-330-390	SEWER GRANTS		974,555					
52-340-480	SEWER SERVICE	643,197	822,160	1,003,000	737,338	1,096,007	1,275,000	
52-340-485	SEPTIC SERVICE RECEIVED	64,828	108,698	114,500	59,582	90,000	125,000	
52-340-487	GREASE TRAP PUMPING							
52-380-810	INTEREST INCOME	8,583	65,476	10,000	65,976	90,000	10,000	
52-390-990	MISCELLANEOUS INCOME	375	11,112	500	2,202	2,202	2,500	
52-390-995	INTERIM FINANCING - CONSTRUCTION	5,415,940		3,302,500	2,239,383	6,081,922	3,262,469	
52-480-100	TRANSFERS IN - GENERAL FUND	215,000						
52-480-200	TRANSFERS IN - SDC FUND							
TOTAL FUND RESOURCES		7,490,077	4,042,552	6,065,928	5,273,817	9,529,467	6,763,308	-
PERSONNEL SERVICES								
52-510-1100	REGULAR PAYROLL	193,137	237,422	384,880	191,114	286,671	390,014	
52-510-1150	OVERTIME WAGES	937	7,420	35,000	5,741	8,612	19,500	
52-510-1420	SOCIAL SECURITY/MEDICARE	18,362	21,551	26,077	15,812	23,718	25,440	
52-510-1440	STATE UNEMPLOYMENT	4,040	7,138	10,226	3,545	5,318	9,976	
52-510-1460	WORKERS COMP ASSESSMENT	1,147	978	2,687	1,991	2,987	2,745	
52-510-1800	HEALTH INSURANCE	52,767	63,950	88,560	51,726	77,589	88,560	
52-510-1900	RETIREMENT BENEFITS	19,462	9,127	20,453	10,042	15,063	19,952	
TOTAL PERSONNEL SERVICES		289,852	347,586	567,883	279,971	419,957	556,187	-

SEWER FUND								
		FY 2022-23	FY 2023-24	FY 2024-25			FY 2025-26	
		ACTUALS	ACTUALS	BUDGET	YTD Feb. 2024	Projection	PROPOSED	ADOPTED
MATERIALS & SERVICES								
52-520-2050	ACCOUNTING/AUDIT	5,260	6,615	8,000	9,033	9,033	6,700	
52-520-2080	ADVERTISING EXPENSES	97		2,500		2,500	2,500	
52-520-2147	BAD DEBT EXPENSE		2,121					
52-520-2150	BANK FEES	3,279	3,742	7,500	3,058	4,600	10,000	
52-520-2180	CLEANING/JANITORIAL	113		-				
52-520-2250	CONTRACTED SERVICES	10,906	20,064	35,000	13,775	25,000	25,000	
52-520-2275	DEPRECIATION EXPENSE		162,170				-	
52-520-2300	EMP. REIMB. - CLOTHING		1,168	3,000		3,000	-	
52-520-2325	ENGINEERING COSTS	113	(5,000)	15,000			40,000	
52-520-2350	FUEL	6,397	7,009	12,000	7,352	11,100	15,000	
52-520-2375	FOREST FIRE PROTECTION FEE	5,483	3,979	5,000	3,880	3,380	5,000	
52-520-2400	INSURANCE EXPENSE	24,225	30,510	39,000	35,824	35,824	41,000	
52-520-2450	INTEREST EXPENSE		55,876					
52-520-2520	IT - SOFTWARE & SUPPORT	10,410	17,314	18,000	20,318	30,450	35,000	
52-520-2550	LAB TESTING	11,844	10,818	20,000	6,028	9,500	15,000	
52-520-2600	LEGAL FEES EXPENSE	7,000	17,725	35,000	1,216	7,500	35,000	
52-520-2700	MEETINGS/TRAVEL/TRAINING	2,204	9,013	15,000	6,396	7,500	15,000	
52-520-2720	MEMBERSHIP & DUES	2,819	2,767	7,000	2,837	4,500	7,500	
52-520-2750	OFFICE SUPPLIES/COPIER	2,299	3,574	5,000	3,134	5,000	5,000	
52-520-2770	POSTAGE FEES	4,247	5,645	8,500	4,934	7,500	8,500	
52-520-2840	REPAIRS & MAINT - BUILDINGS	8,144	9,443	60,000	19,433	30,000	60,000	
52-520-2850	REPAIRS & MAINT - EQUIPMENT	3,689	15,179	25,000	34,356	40,000	50,000	
52-520-2860	REPAIRS & MAINT - MATERIALS	12,959	8,524	25,000	12,810	18,000	25,000	
52-520-2870	REPAIRS & MAINT - VEHICLE	5,387	5,903	10,000	9,850	11,000	15,000	
52-520-2875	REPAIRS & MAINT - PUMPS	21,560	50,633	65,000	6,779	35,000	35,000	
52-520-2880	SECURITY	428	483	1,000	690	1,000	1,500	
52-520-2900	UTILITIES - GAS/ELECTRICITY	35,555	34,658	40,000	25,514	38,500	45,000	
52-520-2910	UTILITIES - GARBAGE	1,464	790	-				
52-520-2920	UTILITIES - TELEPHONE	3,855	4,580	7,000	4,174	6,500	7,500	
52-520-2990	MISCELLANEOUS EXPENSE	6,485	1,147	4,500	767	2,500	5,500	
TOTAL MATERIALS & SERVICES		196,222	486,450	473,000	232,158	348,887	510,700	-
CAPITAL OUTLAY								
52-550-5230	NEWBERRY LIFT STATION		15,000		100,222			
52-550-5235	LANDSCAPE COSTS							
52-550-5260	EQUIPMENT PURCHASES	2,378	36,492	115,000	118,123	118,123	45,000	
52-550-5320	NON-REIMBURSABLE PROJECT COSTS	6,070	13,133	10,000	14,725	17,000		
52-550-5500	CONSTRUCTION EXPENSE	7,552,612	6,839,975	3,302,500	2,220,797	6,081,922	3,262,469	
52-550-5610	SEWER MASTER PLAN UPDATE - CAGLE							
52-550-5650	ENGINEERING DESIGN - SYS IMPR	37,768						
52-550-5700	ENGINEERING DESIGN FOR WW SYSTEM IMPR							
TOTAL CAPITAL OUTLAY		7,598,828	6,904,600	3,427,500	2,453,867	6,217,045	3,307,469	-

SEWER FUND								
		FY 2022-23	FY 2023-24	FY 2024-25			FY 2025-26	
		ACTUALS	ACTUALS	BUDGET	YTD Feb. 2024	Projection	PROPOSED	ADOPTED
DEBT SERVICE								
52-560-5000	LOAN PAYMENTS - PRINCIPAL	156,696		650,000			550,000	
52-560-5010	LOAN PAYMENTS - INTEREST	36,371					100,000	
	TOTAL DEBT SERVICE	193,067	-	650,000	-	-	650,000	-
INTERFUND TRANSFERS - OUT								
52-780-1000	TRANSFERS OUT - GENERAL FUND			23,750				
52-780-2000	TRANSFERS OUT - EQUIP. RES FUND			5,000		5,000	25,000	
52-780-2600	TRANSFERS OUT - RESERVE FUND						500,000	
52-780-2700	TRANSFERS OUT - DEBT RESERVE FUND			450,240		450,240		
52-780-4100	TRANSFERS OUT - SDC FUND							
	TOTAL INTERFUND TRANSFERS - OUT	-	-	478,990	-	455,240	525,000	-
SPECIAL PAYMENTS								
52-800-1000	SPECIAL PAYMENTS				-			
	TOTAL SPECIAL PAYMENTS	-	-	-	-	-	-	-
CONTINGENCY								
52-910-1000	CONTINGENCY			150,000			750,000	
	TOTAL CONTINGENCY	-	-	150,000	-	-	750,000	-
RESERVE FOR FUTURE EXPENDITURES								
52-950-1000	RESERVE - USDA Short lived asset			17,100			17,100	
	TOTAL RESERVE FOR FUTURE EXPENDITURES	-	-	17,100	-	-	17,100	-
UNAPPR. ENDING FUND BALANCE								
52-990-1000	UNAPPR. ENDING FUND BALANCE			301,455			446,852	
	TOTAL UNAPPR. ENDING FUND BALANCE	-	-	301,455	-	-	446,852	-
	TOTAL FUND REQUIREMENTS	8,277,969	7,738,636	6,065,928	2,965,996	7,441,129	6,763,308	-
	NET RESOURCES OVER REQUIREMENTS	(787,892)	(3,696,084)	-	2,307,821	2,088,339	-	-

GLOSSARY OF MUNICIPAL FINANCE TERMS

Accrual basis. Method of accounting recognizing transactions when they occur without regard toward cash flow timing [ORS 294.311(1)].

Activity. That portion of the work of an organizational unit relating to a specific function or class of functions, a project or program, a subproject or subprogram, or any convenient division of these [ORS 294.311 (2)].

Adopted budget. Financial plan that is the basis for appropriations. Adopted by the governing body [ORS 294.456].

Ad valorem tax. A property tax computed as a percentage of the value of taxable property. See “Assessed Value.”

Appropriation. Authorization for spending a specific amount of money for a specific purpose during a fiscal year. It is based on the adopted budget, including supplemental budgets, if any. It is presented in a resolution or ordinance adopted by the governing body [ORS 294.311(3)].

Approved budget. The budget that has been approved by the budget committee. The data from the approved budget is published in the Financial Summary before the budget hearing [ORS 294.428].

Assessed value. The value set on real and personal property as a basis for imposing taxes. It is the lesser of the property’s maximum assessed value or real market value. The growth is limited to 3% unless an exception applies (e.g., new or enlarged structure).

Assessment date. The date on which the real market value of property is set—January 1. Audit. The annual review and appraisal of a municipal corporation’s accounts and fiscal affairs conducted by an accountant under contract or the Secretary of State [ORS 297.425].

Audit report. A report in a form prescribed by the Secretary of State made by an auditor expressing an opinion about the propriety of a local government’s financial statements, and compliance with requirements, orders and regulations.

Bequest. A gift by will of personal property; a legacy. Biennial budget. A budget for a 24-month period.

Billing rate. A district’s tax rate used to compute ad valorem taxes for each property. The billing rate is expressed in dollars per \$1,000 of assessed property value.

Budget. Written document showing the local government’s comprehensive financial plan for one fiscal year or biennium. It must include a balanced statement of actual revenues and expenditures during each of the last two years, and estimated revenues and expenditures for the current and upcoming year [ORS 294.311(5)].

Budget committee. Fiscal planning board of a local government, consisting of the governing body plus an equal number of registered voters appointed from the district [ORS 294.414]. Proposed Budget Fiscal Budget message. Written explanation of a local government’s budget and financial policies, including any changes from the prior fiscal year. It is prepared and presented under the direction of the executive officer or chairperson of the governing body [ORS 294.403].

Budget officer. Person appointed by the governing body to assemble budget material and information and to physically prepare the proposed budget [ORS 294.331].

Budget period. For local governments on a biennial budget, the 24-month period beginning July 1 and ending June 30 of the second following calendar year. See also “Fiscal year.”

Budget transfers. Amounts moved from one fund to finance activities in another fund. They are shown as expenditures in the originating fund and revenues in the receiving fund.

CDP: Community Development Project

Capital outlay. Items which generally have a useful life of one or more years, such as machinery, land, furniture, equipment, or buildings.

Capital projects fund. A fund used to account for resources, such as bond sale proceeds, and expenditures to be used for major

capital item purchase or construction [OAR 150-294.352(1)].

Cash basis. System of accounting under which revenues are accounted for only when received in cash, and expenditures are accounted for only when paid [ORS 294.311(9)].

Category of limitation. The three categories of taxes on property for the purpose of the constitutional limits - education, general government, excluded from limitation [ORS 310.150].

Compression. A reduction in taxes required by Measure 5 (1990) property tax limits. Compression is computed on a property-by-property basis, and is first applied towards local option tax levies, then permanent rate levies.

Consolidated billing tax rate. The consolidated billing tax rate is the combined total of the billing rates for all taxing districts in a limitation category in the code area but does not include the billing rate for any urban renewal special levies or non-ad valorem taxes, fees, or other charges.

Constitutional limits. The maximum amount of tax on property that can be collected from an individual property for education and for other government activities (Art. XI, sect. 11b, Or Const.).

Contingency. An amount appropriated in anticipation that some operating expenditures will become necessary which cannot be foreseen and planned in the budget. A general operating fund may contain one line for operating contingency [ORS 294.388].

Debt service fund. A fund established to account for payment of general long-term debt principal and interest [OAR 150-294.352(1)].

Devise. A gift by will of the donor of real property.

District. See "Local government." A local government entity that imposes property taxes (e.g. county, city, K-12 school district).

Division of tax. Division of tax refers to the process of, and revenue from, apportioning tax to urban renewal agencies based on the relationship of the excess to frozen value, a.k.a. tax increment revenue.

Double majority. A term that refers to an election where at least 50 percent of the registered voters eligible to vote in the election cast a ballot and more than 50 percent voting approve the question. (Any March or September Election)

Education category. The limitation category for taxes that will be used to support the public school system and that are not used to pay exempt bonded indebtedness [ORS 310.150(1)(b)]

Encumbrance. An obligation chargeable to an appropriation and for which part of the appropriation is reserved [ORS 294.311(13)].

Enterprise fund. A fund established to account for operations that are financed and operated in a manner similar to private business enterprises. They are usually self-supporting. Examples of enterprise funds are those for water, gas, and electric utilities, swimming pools, airports, parking garages, transit systems, and ports [OAR 150-294.352(1)].

Excluded from limitation category. The category for taxes used to pay principal and interest on exempt bonded indebtedness [ORS 310.150(1)(a)].

Exempt bonded indebtedness. 1) Bonded indebtedness authorized by a specific provision of the Oregon Constitution, or 2) bonded indebtedness issued as a general obligation on or before November 6, 1990, incurred for capital construction or capital improvements, or 3) bonded indebtedness issued as a general obligation after November 6, 1990, incurred for capital construction or capital improvements with the approval of the electors of the local government. Bonded indebtedness issued to refund or refinance any bonded indebtedness described above is also included [ORS 310.140(7)(b)].

Existing plan. An existing urban renewal plan is defined as a plan that existed in December 1996, and, 1) chose an option and, 2) established a maximum amount of indebtedness by July 1998 and has not been amended to increase the land area or maximum indebtedness [ORS 457.435(4)(a)].

Expenditures. Total amount incurred if accounts are kept on an accrual basis; total amount paid if accounts are kept on a cash basis. Does not include amounts budgeted for interfund transfers, contingency, reserved for future expenditure or unappropriated ending

fund balance. [ORS 294.311(16)].

Fiscal year. A 12 month period to which the annual operating budget applies. The fiscal year is July 1 through June 30 for local governments [ORS 294.311(17)].

Fund. A fiscal and accounting entity with self-balancing accounts to record cash and other financial resources, related liabilities, balances and changes, all segregated for specific, regulated activities and objectives.

Fund balance. The excess of the assets of a fund over its liabilities and reserves. [ORS 294.311(18)]. **Fund type.** One of nine fund types: General, special revenue, debt service, capital projects, special assessment, enterprise, internal service, trust and agency, and reserve [OAR 150-294.352(1)].

General fund. A fund used to account for most fiscal activities except for those activities required to be accounted for in another fund [OAR 150-294.352(1)].

General government category. The limitation category for taxes used to support general government operations that are not for the purposes of paying exempt bonded indebtedness [ORS 310.150(1)(c)].

Governing body. County court or board of commissioners, city council, school board, board of trustees, board of directors, or other managing board of a local government unit [ORS 294.311(20)]

Grant. A donation or contribution in cash by one governmental unit to another unit which may be made to support a specified purpose or function, or general purpose [ORS 294.311(21)].

Interfund loan. Loan made from one fund to another and authorized by resolution or ordinance [ORS 294.468].

Interfund Transfer. Transfer from an existing appropriation category in one fund to another existing appropriation category in another fund. [ORS 294.463].

Intrafund Transfer. Transfer from one existing appropriation category to another within the same fund. [ORS 294.463].

Internal service fund. A fund used to account for fiscal activities when goods or services are provided by one organizational unit to another on a cost-reimbursement basis [ORS 294.311(23) and 294.343].

Levy. Amount of ad valorem tax certified by a local government for the support of governmental activities.

Liability. Debt or other legal obligation arising from transactions in the past which must be liquidated, renewed, or refunded at a future date; does not include encumbrances [ORS 294.311(24)].

Local government. Any city, county, port, school district, community college, public or quasi-public corporation (including a municipal utility or dock commission) operated by a separate board or commission; a municipal corporation or municipality [ORS 294.311(26)].

Local option tax. Taxing authority approved by voters that is in addition to the taxes generated by the permanent tax rate. Local option taxes can be for general operations, a specific purpose or capital projects. They are limited to five years unless they are for a capital project, then they are limited to the useful life of the project or 10 years, whichever is less.

Materials and Services. Expenses for operating costs and supplies and contracted services, such as utilities, rent, liability insurance, repair parts, fuel, accountant's fees, etc.

Maximum assessed value (MAV). The maximum taxable value limitation placed on real or personal property by the Article XI, section 11 of the Constitution. It can increase a maximum of 3 percent each year. The 3 percent limit may be exceeded if there are qualifying improvements made to the property, such as a major addition or new construction.

Maximum authority. The limitation on the amount of revenue that can be raised each year for an existing urban renewal plan area [ORS 457.435(3)(a)]. Plans that are not existing plans do not have a maximum authority amount. This amount is adjusted each year based on the growth of excess value in the plan area.

Maximum indebtedness. The amount of the principal of the indebtedness necessary to complete an urban renewal plan. This does not include indebtedness incurred to refund or refinance existing indebtedness [ORS 457.190(3)(a)]. It is specified in dollars and

cents and based on good faith estimates of the scope and costs of the anticipated project or projects. All existing plans are required to have an ordinance which establishes a maximum indebtedness.

Measure 5. A constitutional tax rate limitation (Article XI, Section 11b) passed by the voters in 1990 which restricts the amount an individual property can be taxed. Measure 5 limits school taxes to \$5 per \$1,000 of 'real market value'. All other general government taxes are limited to \$10 per \$1,000 of 'real market value'.

Measure 50. Initially this measure was passed as Measure 47 in 1996 and was found to be unworkable, so was rewritten and submitted to the voters as Measure 50 in 1997 and passed. M50 reduced every property's 1995-96 assessed value by 10%, and also limited the amount of annual growth of the assessed value to 3 %. M50 also established permanent rate limitations for each taxing district in the state based on the current year tax in 1997, and then reduced 13% for most districts. If a district did not have a tax levy in 1997 and had never levied a tax, they could later request a permanent rate limit by going to the voters through a ballot measure.

Municipal corporation. See "Local government."

Municipality. See "Local government."

Net working capital. The sum of the cash balance, accounts receivable expected to be realized during the ensuing year, inventories, supplies, prepaid expenses less current liabilities and, if encumbrance method of accounting is used, reserve for encumbrances [ORS 294.311(27)].

Object classification. A grouping of expenditures, such as personnel services, materials and services, capital outlay, debt services, and other types of requirements [ORS 294.311(29)].

Operating rate. The rate determined by dividing the local government's tax amount by the estimated assessed value in district. This rate is calculated by the assessor when a local government imposes its operating tax as an amount, rather than a tax rate.

Ordinance. A formal enactment by the governing board of a municipality.

Organizational unit. Any administrative subdivision of the local government, especially one charged with carrying on one or more specific functions such as a department, office or division. [ORS 294.311(31)].

Personnel Services. Expenses related to the compensation of salaried employees, such as health and accident insurance premiums, Social Security and retirement contributions, civil service assessments.

Permanent rate limit. The maximum rate of ad valorem property taxes that a local government can impose. Taxes generated from the permanent rate limit can be used for any purpose. No action of the local government or its voters can increase or decrease a permanent rate limit. A district can levy any rate or amount up to their permanent rate authority each year. Prior years' tax levies. Taxes levied for fiscal years preceding the current one.

Program. A group of related activities to accomplish a major service or function for which the local government is responsible [ORS 294.311(33)].

Property taxes. An ad valorem tax, another other "tax on property", or fees, charges and assessments that are specifically authorized by statute to be certified to the county assessor by a local government unit.

Proposed budget. Financial and operating plan prepared by the budget officer. It is submitted to the public and the budget committee for review.

Publication. Public notice given by publication in a newspaper of general circulation within the boundaries of the local government; mailing through the U.S. Postal Service by first class mail to each street address, PO Box and Rural Route within the boundaries of the local government; or hand delivery to each street address, PO Box and Rural Route address within the boundaries of the local government.

Real Market Value (RMV). The amount in cash which could reasonably be expected by an informed seller from an informed buyer in an arm's-length transaction as of the assessment date (Jan 1). [ORS 308.205].

Reserve for Future Expenditure. An amount budgeted, but not appropriated, that is not anticipated to be spent in the fiscal year,

but rather carried forward into future fiscal years. The correct way to “save” money under Local Budget Law.

Reserve fund. Established to accumulate money from year to year for a specific purpose, such as purchase of new equipment [ORS 294.346; 280.050].

Resolution. A formal order of a governing body; lower legal status than an ordinance. Resource. Estimated beginning funds on hand plus anticipated receipts [ORS 294.361].

Special levy. A special levy is an ad valorem tax imposed for an existing urban renewal plan. It is not a result of a division of tax but rather imposed directly for the plan.

Special revenue fund. A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specific purposes [OAR 150-294.352(1)].

Special payment. A budget expenditure category for distributions, pass-through payments, grants made to other organizations and other one-time or unusual expenditures where goods or services are not received in return, and that do not fall into the other categories of personal services, materials and services, capital outlay, etc.

Supplemental budget. A revised financial plan prepared to meet unexpected needs or to spend revenues not anticipated when the regular budget was adopted. It cannot be used to authorize additional taxes. [ORS 294.471].

Tax increment financing. A financial mechanism for urban renewal plans which captures the tax from the growth in property value within a designated geographical area. AKA urban renewal division of tax.

Tax on property. Any tax, fee, charge or assessment imposed by any government unit upon property or upon a property owner as a direct consequence of ownership of that property [ORS 310.140(18)].

Tax rate. The amount of tax stated in terms of a unit of tax for each \$1,000 of assessed value of taxable property.

Tax roll. The official list showing the amount of taxes imposed against each taxable property.

Tax year. The fiscal year from July 1 through June 30.

Trust fund. A fund used to account for fiscal activities of assets held in trust by a local government.

Unappropriated ending fund balance. Amount set aside in the budget to be used as a cash carryover to the next year’s budget. It provides the local government with operating cash until tax money is received from the county treasurer in November. This amount cannot be transferred by resolution or used through a supplemental budget, unless necessitated by a qualifying emergency [ORS 294.398].