



CITY OF LA PINE, OREGON

REGULAR CITY COUNCIL MEETING

Wednesday, October 13, 2021 at 5:30 PM

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

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to City Hall at (541-536-1432). For deaf, hearing impaired, or speech disabled dial 541-536-1432 for TTY.

AGENDA

CALL TO ORDER

ESTABLISH A QUORUM

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

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

ADDED AGENDA ITEMS

Any matters added to the Agenda at this time will be discussed during the "Other Matters" portion of this Agenda or such time selected by the City Council

CONSENT AGENDA

Information concerning the matters listed within the Consent Agenda has been distributed to each member of the City Council for reading and study, is considered to be routine, and will be enacted or approved by one motion of the City Council without separate discussion. If separate discussion is desired concerning a particular matter listed within the Consent Agenda, that matter may be removed from the Consent Agenda and placed on the regular agenda by request of any member of the City Council.

1. 09.08.21 Regular City Council Meeting Minutes
2. Final Plat - 04FPR-21

OTHER MATTERS

Only Items that were previously added above in the Added Agenda Items will be discussed.

1. State Representative Vikki Breese-Iverson
2. Michelle Hoffman – Chairperson – The Wall that Heals Committee
3. Future Council Meeting Calendar - Discussion
4. Council Goal Setting/Planning Session - Discussion

5. OPRD (Oregon Parks and Recreation Department) - ATV Grant- Letter of Interest
6. Agenda Items - Discussion
7. City Manager Annual Review - Discussion
8. City Manager Report

PUBLIC COMMENTS

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

STAFF COMMENTS

MAYOR & COUNCIL COMMENTS

ADJOURNMENT

Pursuant to ORS 192.640: This notice includes a list of the principal subjects anticipated to be considered or discussed at the above-referenced meeting. This notice does not limit the ability of the City Council to consider or discuss additional subjects. This meeting is subject to cancellation without notice. The regular meeting is open to the public and interested citizens are invited to attend.

CITY OF LA PINE, OREGON
REGULAR CITY COUNCIL MEETING

Wednesday, September 8, 2021 at 5:30 PM
La Pine City Hall: 16345 Sixth Street, La Pine, Oregon 97739

MINUTES

1. CALL TO ORDER

Meeting was called to order at 5:31 p.m.

2. ESTABLISH A QUORUM

PRESENT

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

ABSENT

None

STAFF

City Manager Geoffrey Wullschlager
City Recorder Jamie Kraft
City Planner Alexa Repko
Public Works Manager Jake Obrist

3. PLEDGE OF ALLEGIANCE:

4. Other Matters: None

5. 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.

Russ Smith spoke to the Council about water and wells going dry in the Cagle neighborhood. He expressed his concerns about the expansion of water services and the timeline for the Cagle expansion. He expressed frustration at the lack of action by the City in expanding water/sewer services.

6. 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.

7. CONSENT AGENDA

Information concerning the matters listed within the Consent Agenda has been distributed to each member of the City Council for reading and study, is routine, and will be enacted or approved by one motion of the City Council without separate discussion. If separate discussion is desired concerning a particular matter listed within the Consent Agenda, that matter may be removed from the Consent Agenda and placed on the regular agenda by request of any member of the City Council.

1. 08.25.2021 Regular City Council Meeting Minutes

Motion by Councilor Scott to approve the Consent Agenda as presented with minor corrections. The motion was seconded by Councilor Van Damme.

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

Voting Nay: None

8. OTHER MATTERS

1. **City Manager Report:** Geoff Wullschlager gave a brief overview of items contained within his report. Mr. Wullschlager also reported to the Council that the League of Oregon Cities Annual Meeting has been cancelled.
2. **Resolution 2021-07** A Resolution Supporting “The Protection Of Constitutional Rights Of Oregonians”: Geoff Wullschlager gave an overview of the Resolution to the Council. There was a motion by Councilor Ignazzitto to adopt and approve Resolution 2021-07 as presented, the motion was seconded by Councilor Scott.

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

Voting Nay: None

03FPR-21 Kerbow Staff Report/03FPR-21 Kerbow Decision:

Alexa Repko presented an overview of application 03FPR-21 to the Council. There was a motion made by Councilor Shields to approve decision 03FPR-21 the motion was seconded by Councilor Van Damme.

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

Voting Nay: None

Only Items that were previously added above in the Added Agenda Items will be discussed.

9. PUBLIC COMMENTS

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

None.

10. STAFF COMMENTS

Public Works- Mr. Obrist gave an overview of the Cagle neighborhood expansion. Meetings are currently being held with other agencies in order to move the process along. The goal is to have the project out for bid in the next few months. Crosswalk audibles have been ordered. Rehabbing Wickiup signage is in process. Public Works will be doing clean up at the Wickiup site in the next several weeks.

Planning – Updated the Council on current applications at the following addresses: 52755 Drafter, 52430 Railroad, Reserve in the Pines Park, 52640 Huntington, 51555 Old Main, and 52663 Drafter.

Administration – None.

11. MAYOR & COUNCIL COMMENTS

Councilor Scott – Thanked Jake for his work at Wickiup and other tasks as well. She wanted the Council to be aware that the annual review for the City Manager is due in November. She also requested that Anderson Perry attend a future meeting to give an update on the Cagle neighborhood.

Councilor Van Damme – Requesting that public works provide an update on the Cagle neighborhood at a future meeting.

Councilor Ignazzitto – Thanked Russ Smith for his public comments.

Councilor Shields – Requesting that Public Works require a slight crown on all public paths and newly constructed roads.

Mayor Richer – Thanked Russ Smith for his comments.

13. ADJOURNMENT

Meeting adjourned at 6:05p.m.



CITY OF LA PINE

STAFF REPORT

DATE: October 13, 2021
TO: La Pine City Council
FROM: Alexa Repko, Staff
SUBJECT: Evans Way Estates Final Plat

TYPE OF ACTION REQUESTED (Check one):

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

Councilors:

On August 12, 2021 Jim Bruer of 424 Lincoln LLC along with BECON Civil Engineering and Land Surveying, applied for Final Plat Review of Phase I of the Evans Way Estates Subdivision. The Subdivision is located at Tax Lot 200 on Deschutes County Assessor's Map 22-10-14CD.

On December 3, 2019 a 61 lot Subdivision was approved for the subject property by the Planning Commission. The Subdivision will divide the subject lot which is 4.48 acres into 61 lots of relatively equal size for single-family residences. Final Plat Review of Phase I includes 12 of the 61 lots.

Motion:

I move the La Pine City Council approve the Final Plat Review of Phase I of the Evans Way Estates Subdivision.



CITY OF LA PINE TYPE I ADMINISTRATIVE DECISION

The City of La Pine has **approved** the following land use application:

FILE NUMBER: 04FPR-21

APPLICANT: Trevor Munro
549 SW Mill View Way
Bend, OR 97702

OWNER: 424 Lincoln LLC
PO Box 449
Lincoln City, Or 97367

LOCATION: The subject property does not yet have a situs address. It is identified as Map and Tax Lot number 221014CD00200 on the Deschutes County Tax Assessor's Map.

REQUEST: Type I Final Plat Review for 12 lots in the Residential Zone.

STAFF REVIEWER: Alexa Repko, Principal Planner:
541-668-1135.



APPLICATION ACCEPTANCE DATE: This application was received on August 12, 2021 and deemed complete on September 29, 2021 when all required infrastructure and inspections were approved.

APPLICABLE CRITERIA:

Code of Ordinances City of La Pine Oregon: Part II - Code of Ordinances

Chapter 12 - Public Improvements: Article II. Public Works Improvements
Division 3. Development Standards and Specifications

Sec. 12-80. - Final plat.

- (a) A final subdivision or partition plat showing complete information shall be submitted to the city planner for routing. Prior to plat signature by the public works manager, the following conditions must be met:
 - (1) The county surveyor has signed the plat;
 - (2) Required improvements to public facilities have been constructed, accepted, bonded, or guaranteed per the development code and any associated land use approval;
 - (3) Cash contributions for public improvements in lieu of construction have been paid;
 - (4) Warranty agreement and warranty bond have been provided for completed public improvements;

(5) Documentation has been submitted to verify the abandonment of any private water and sewer systems per county and/or state requirements;

(6) Certification has been provided of all earth fill areas located outside of public right-of-way/easement by a licensed professional engineer;

(7) Public or city easements dedicated on the plat are consistent with current city easement agreement template provisions;

(8) All related public or city easements conveyed separate from the plat have been signed and recorded;

(9) All other conditions of land use approval that relate to public works or city engineers have been met; and

(10) Any fees or assessments associated with the plat and required by the land use process, reimbursement/improvement districts, or cost sharing agreements have been paid.

FINDING: The final plat has been signed by a surveyor. Improvements to public facilities have both been completed and guaranteed by a performance bond. Conditions of land use approval have been met and associated fees have been paid. The criteria are satisfied.

(b) The final plat (or easements and/or right-of-way dedication in lieu of) shall be recorded upon completion and city acceptance of any associated required public improvements where, in the determination of the city engineer, said final plat left unrecorded may adversely impact existing and/or active public infrastructure or traveled way or constructed city master plan public facility.

FINDING: The Applicant shall record the final plat with the submittal of this decision. Plat includes dedication of public right of way and easements necessary. The criteria have been met.

(Ord. No. 2016-09, exh. B (04.7.00), 9-14-2016)

City of La Pine Development Code

Part III City of La Pine Development Code: Article 9 Land Divisions

Chapter 15.410 Land Partitions

Sec. 15.410.050. - Final map requirements.

Within two years of the approval of a partition, the partitioner shall have prepared and submitted to the city planning official a final partition map prepared by a licensed surveyor and any other materials or documents required by the approval.

A. The final map shall provide a certificate for approval of the subject partition by the planning official. The final map shall also contain a certificate for execution by the county tax collector and a certificate for execution by the county assessor. The final map shall first be submitted to and approved by the county surveyor prior to obtaining the required signatures.

FINDING: This Decision acts as a certificate for approval of Phase I of the subject Subdivision, Evan Way Estates, by the Planning Official. The Applicant shall receive certificates for execution by the County Tax Collector and the County Assessor. These criteria will be met.

B. Upon approval, the petitioner shall file the original map with the county clerk, the true and exact copy with the county surveyor and copies of the recorded plat and a computer file of the plat with the city recorder, city planning official, or county surveyor. The county surveyor may request an additional number of copies required at the time of final plat review if deemed appropriate.

FINDING: The Applicant shall file the original map with the above listed parties. This criterion will be met.

- C. A final partition map prepared for this purpose shall comply with the recording requirements applicable to a final plat for a subdivision.

FINDING: The Applicant shall record this final plat according to applicable requirements. This criterion will be met.

Conditions of Approval Planning File 01SUB-19 Evans Way Estates

PRIOR TO FILING OF FINAL PLAT:

- 1. Applicant shall submit the proposed name to the County Surveyor for review and approval.

FINDING: The Applicant submitted the name "Evans Way Estates" to the County Surveyor for review and approval. Condition has been met.

- 2. Improvements shall be designed, installed and constructed as platted and approved, and plans therefore shall be filed with the final plat at the time of recordation or as otherwise required by the City.

FINDING: Improvements have been completed as planned. Condition has been met.

- 3. As built plans for all public improvements shall be prepared and completed by a licensed engineer and filed with the City upon the completion of all such improvements. A copy of the as built plans shall be filed with the final plat of a subdivision or other development by and at the cost of the developer. The plans shall be completed and duly filed within 30 days of the completion of the improvements.

FINDING: As built plans for public improvements will be filed with the City. Condition will be met.

- 4. A clear vision area shall be maintained on the corners of all property at the intersection of two streets or a street and a railroad. A clear vision area shall contain no planting, wall, structure, private signage, or temporary or permanent obstruction exceeding three and one-half feet in height, measured from the top of the curb or, where no curb exists, from the established street centerline grade, except that trees exceeding this height may be located in this area provided all branches and foliage are removed to a height of eight feet above the grade. Construction plans shall demonstrate compliance with these clear vision standards and shall be submitted to the City for review and approval prior to construction.

FINDING: Clear vision shall continue to be maintained and demonstrated on plans. Condition will be met.

- 5. Sidewalks shall be constructed on both sides of Anchor Way, and for the section with reduced right of way (western side), the landscaped area can be reduced by 2 feet of width to accommodate the full sidewalk width.

FINDING: Sidewalks have been constructed following this Condition.

- 6. Per the recommendation in the Applicant's submitted traffic report, a pro-rata contribution should be provided toward improvements at the US 97/Finley Butte intersection. Impacts of the new subdivision are approximately 3.6% of the total intersection volume during the weekday p.m. peak hour, or \$518 per residential unit.

FINDING: This associated fee has been paid by the Applicant. Condition has been met.

- 7. Sewer mains and sewer infrastructure shall be constructed in accordance with City of La Pine Public Works Standards. Sewer main lines shall be minimum 8" diameter.

FINDING: Sewer infrastructure has been constructed following this Condition.

- 8. Street lights shall be installed on the plans and provided at the following locations: Intersections, Mid-block for blocks longer than 400 feet from center of intersection to center of intersection, and at the crosswalks for the multi-use path intersection with both proposed streets. Poles and fixtures shall conform to the power

provider standards. Standard Mid State Electric head fixtures shall be used...or as indication in conditions of approval of land use action.

FINDING: Midstate Electric Cooperative provided written acknowledgment of street light installation schedule. Condition satisfied.

9. As approved by the City Engineer, public improvements must be constructed prior to final plat of each phase, or an approved performance assurance mechanism and associated improvement agreement with specific construction times outlined, may be filed with the City for construction of items not necessary for safety or required connectivity. All such agreements shall be reviewed and approved by the City Engineer and shall be in compliance with LPDC 15.94.020.

FINDING: Improvements to public facilities have both been completed and guaranteed by a performance bond. Condition has been met.

THIS DECISION BECOMES FINAL UPON APPROVAL OF CITY COUNCIL

Written by: 

Alexa Repko, Principal Planner

Date Mailed: October 14, 2021

EVANS WAY ESTATES - PHASE 1

FOR: F&S SOUTH 16 L.L.C.

A SUBDIVISION OF A PORTION OF PARCEL 2, PARTITION PLAT NO. 2018-45, AS DESCRIBED IN INSTRUMENT NUMBER 2020-12807, LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 22 SOUTH, RANGE 10 EAST, WILLAMETTE MERIDIAN, DESCHUTES COUNTY, OREGON
CITY OF LA PINE FILE NUMBER: 01SUB-19

SURVEY REFERENCES

- [1] CS 11184 DEPENDENT RESURVEY AND PARTIAL SUBDIVISION SECTION 14 BY GLO (RIGBY) DATED JULY 4, 1944
- [2] CS 20172 RECORD OF SURVEY, PROPERTY LINE ADJUSTMENT BY DANIEL T. BURTON FILED MARCH 24, 2020
- [3] CS 14351 MINOR PARTITION 00-11 BY RICHARD BRYANT FILED JANUARY 31, 2001
- [4] CS 19813 PARTITION PLAT NO. 2018-45 BY D. BURTON FILED DECEMBER 12, 2018
- [5] CS 15580 HUNTINGTON MEADOWS PHASES 1 AND 2 BY WILLIAM TYE FILED OCTOBER 17, 2003

LINE AND CURVE TABLES

Line Table		
Line #	Length	Direction
L1	32.00'	N89°28'14"W
L2	95.03'	N89°28'14"W
L3	70.00'	N89°28'14"W
L4	70.00'	N89°28'14"W
L5	70.00'	N89°28'14"W
L6	70.00'	N89°28'14"W
L7	70.00'	N89°28'14"W
L8	70.00'	N89°28'14"W
L9	71.88'	N89°28'14"W
L10	156.31'	N00°27'21"E
L11	72.21'	N89°27'16"W
L12	70.00'	S89°27'18"E
L13	70.00'	S89°27'18"E
L14	70.00'	S89°27'18"E
L15	70.00'	S89°27'18"E
L16	50.12'	S89°27'18"E
L17	11.96'	S62°48'57"E
L18	10.53'	N00°37'29"E
L19	130.99'	N00°34'38"E
L20	155.02'	N00°34'38"E

Line Table		
Line #	Length	Direction
L21	156.22'	N00°34'38"E
L22	156.24'	N00°34'38"E
L23	156.26'	N00°34'38"E
L24	156.27'	N00°34'38"E
L25	156.29'	N00°34'38"E
L26	59.79'	N89°42'11"W
L27	76.70'	N00°33'46"E
L28	32.00'	N00°33'46"E
L29	80.00'	N00°33'46"E
L30	137.56'	S89°26'31"E
L31	64.00'	S89°26'31"E
L32	138.00'	S89°26'31"E
L33	138.00'	S89°26'31"E
L34	64.01'	S89°19'49"E
L35	16.14'	S00°40'11"W
L36	138.00'	S89°28'27"E
L37	110.86'	S00°41'20"W
L38	28.75'	S89°27'18"E
L39	77.60'	N00°41'21"E
L40	80.40'	S00°41'08"W

Line Table		
Line #	Length	Direction
L41	79.93'	S00°41'21"W
L42	79.96'	N00°41'20"E
L43	79.97'	S00°41'20"W
L44	122.63'	N89°27'18"W
L45	138.00'	N89°27'18"W
L46	137.38'	N89°27'18"W
L47	28.67'	S89°27'18"E
L48	292.71'	N89°27'18"W
L49	139.39'	N89°27'18"W
L50	29.92'	N89°27'18"W
L51	76.57'	N00°34'38"E
L52	10.48'	S00°37'29"W
L53	117.49'	S00°41'20"W
L54	111.96'	S00°41'49"W

Curve Table			
Curve #	Length	Radius	Delta
C1	68.23'	180.00'	021°43'07"
C2	65.93'	240.00'	015°44'24"
C3	98.14'	200.00'	028°06'58"
C4	50.42'	200.00'	014°26'36"
C5	47.73'	200.00'	013°40'23"
C6	56.10'	148.00'	021°43'07"
C7	47.33'	272.00'	009°58'13"
C8	74.17'	232.00'	018°19'03"
C9	62.52'	168.00'	021°19'18"
C10	82.44'	168.00'	028°06'59"
C11	32.88'	232.00'	008°07'11"
C12	15.38'	232.00'	003°47'54"
C13	19.92'	168.00'	006°47'41"

MONUMENTS OF RECORD

- (A) (G) 2-1/2" GLO BRASS CAP 1/16 CORNER SET IN [1]
- (B) 5/8" REBAR WITH YELLOW PLASTIC CAP INSCRIBED "BRYANT LS 920" SET IN [3]
- (C) 5/8" REBAR (NO CAP) SET IN [3]
- (D) (E) (F) 5/8" REBAR WITH YELLOW PLASTIC CAP INSCRIBED "SCE&S" SET IN [4]
- (H) 5/8" REBAR WITH YELLOW PLASTIC CAP INSCRIBED "TYE ENGINEERING" SET IN [5]
- (I) 5/8" REBAR (NO CAP) SET IN [5]
- (J) 5/8" REBAR WITH YELLOW PLASTIC CAP INSCRIPTION ILLEGIBLE SET IN [5]
- (K) 5/8" BENT REBAR WITH YELLOW PLASTIC CAP INSCRIBED "TYE ENGINEERING" SET IN [5]



549 SW MILL VIEW WAY
SUITE 100
BEND, OREGON 97702
(541) 633-3140
www.beconeng.com

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
DEC. 16, 2009
ERIK J. HUFFMAN
70814

RENEWS: JUNE 30, 2023

EVANS WAY ESTATES - PHASE 1

FOR: F&S SOUTH 16 L.L.C.

A SUBDIVISION OF A PORTION OF PARCEL 2, PARTITION PLAT NO. 2018-45, AS DESCRIBED IN INSTRUMENT NUMBER 2020-12807, LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 22 SOUTH, RANGE 10 EAST, WILLAMETTE MERIDIAN, DESCHUTES COUNTY, OREGON CITY OF LA PINE FILE NUMBER: 01SUB-19

SURVEYOR'S CERTIFICATE

I, ERIK J HUFFMAN, REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF OREGON, BEING FIRST DULY SWORN, DEPOSE AND SAY THAT I OR THOSE UNDER MY DIRECT SUPERVISION HAVE CORRECTLY SURVEYED AND MARKED WITH PROPER MONUMENTS THE LAND SHOWN ON THIS SUBDIVISION PLAT MAP;

THAT THE INITIAL POINT IS A 5/8" IRON ROD WITH NO CAP BEING THE MOST NORTHERLY EAST CORNER OF PARCEL 2, PARTITION PLAT 2018-45, AND THE FOLLOWING IS A TRUE AND CORRECT DESCRIPTION OF THE PROPERTY PLATTED:

BEGINNING AT THE INITIAL POINT;

THENCE SOUTH 00°27'21" WEST 111.87 FEET TO 5/8" REBAR WITH YELLOW PLASTIC CAP INSCRIBED "SCE&S";

THENCE SOUTH 89°42'11" EAST 59.79 TO A 5/8" REBAR WITH YELLOW PLASTIC CAP INSCRIBED "SCE&S";

THENCE SOUTH 00°33'46" WEST 188.70 FEET TO A 5/8" REBAR WITH ORANGE PLASTIC CAP INSCRIBED "BECON";

THENCE NORTH 89°26'31" WEST 477.56 FEET TO A 5/8" REBAR WITH ORANGE PLASTIC CAP INSCRIBED "BECON";

THENCE NORTH 89°19'49" WEST 64.00 FEET TO A 5/8" REBAR WITH ORANGE PLASTIC CAP INSCRIBED "BECON";

THENCE NORTH 00°40'11" EAST 16.14 FEET TO A 5/8" REBAR WITH ORANGE PLASTIC CAP INSCRIBED "BECON";

THENCE NORTH 89°28'27" WEST 138.00 FEET TO A 5/8" REBAR WITH ORANGE PLASTIC CAP INSCRIBED "BECON";

THENCE NORTH 00°41'20" EAST 1042.03 FEET TO A 5/8" REBAR WITH ORANGE PLASTIC CAP INSCRIBED "BECON" SET AT A POINT ALONG THE WESTERLY BOUNDARY OF SAID PARCEL 2;

THENCE ALONG SAID WESTERLY BOUNDARY OF PARCEL 2, NORTH 00°41'20" EAST 283.81 FEET TO A 5/8" REBAR WITH ORANGE PLASTIC CAP INSCRIBED "BECON", SAID POINT BEING 0.53 FEET EASTERLY FROM A 2 1/2" BRASS CAP INSCRIBED "US GENERAL LAND OFFICE SURVEY SW 1/16 S14 1944";

THENCE SOUTH 89°28'14" EAST 618.91 FEET TO A 5/8" REBAR (NO CAP) ON THE THE POINT OF BEGINNING;

CONTAINING 194,944 SQUARE FEET (4.48 ACRES, MORE OR LESS).

DECLARATION

KNOW ALL PERSONS BY THESE PRESENTS, THAT F&S SOUTH 16 L.L.C., AS OWNER OF THE LANDS SHOWN ON THIS PLAT IN FEE SIMPLE, HAS CAUSED THE LANDS HEREIN DESCRIBED TO BE SUBDIVIDED INTO TWELVE SEPARATE LOTS ACCORDING TO THE PROVISIONS OF O.R.S. CHAPTER 92; AND HEREBY SUBMIT FOR APPROVAL AND RECORD THIS SUBDIVISION PLAT.

_____, MANAGER, F&S SOUTH 16, LLC DATE _____

ACKNOWLEDGMENT

STATE OF OREGON

COUNTY OF DESCHUTES

ON THIS _____ DAY OF _____, 2021, BEFORE ME PERSONALLY APPEARED _____, AS MANAGER, F&S SOUTH 16 L.L.C., WHO BEING DULY SWORN, STATED THAT HE IS THE AGENT THAT IS AUTHORIZED TO EXECUTE THE FOREGOING INSTRUMENT AND ACKNOWLEDGED SAID INSTRUMENT TO BE HIS VOLUNTARY ACT AND DEED.

NOTARY PUBLIC _____

PRINTED NAME: _____

NOTARY PUBLIC-OREGON

COMMISSION NO. _____

MY COMMISSION EXPIRES _____, 20____.

APPROVALS

THIS CITY OF LA PINE PARTITION NO. _____ HAS BEEN EXAMINED AND APPROVED BY:

I HEREBY CERTIFY THAT ALL TAXES ARE PAID TO THIS DATE.

DESCHUTES COUNTY TAX COLLECTOR _____ DATE _____

I HEREBY CERTIFY THAT ALL AD VALOREM TAXES, SPECIAL ASSESSMENTS, FEES, AND OTHER CHARGES REQUIRED BY LAW TO BE PLACED ON THE 2021-2022 TAX ROLL WHICH BECAME A LIEN OR WILL BECOME A LIEN ON THIS SUBDIVISION DURING THIS TAX YEAR BUT NOT YET CERTIFIED TO THE TAX COLLECTOR FOR COLLECTION HAVE BEEN PAID, TO ME.

DESCHUTES COUNTY ASSESSOR _____ DATE _____

DESCHUTES COUNTY SURVEYOR _____ DATE _____

CITY OF LA PINE PLANNING DIRECTOR _____ DATE _____

CITY OF LA PINE PUBLIC WORKS MANAGER _____ DATE _____

SIGNATURE BY THE CITY OF LA PINE CONSTITUTES ACCEPTANCE BY THE CITY OF ANY DEDICATION MADE HEREIN TO THE PUBLIC.

DESCHUTES COUNTY BOARD OF COMMISSIONERS _____ DATE _____

WATER RIGHTS STATEMENT

THERE ARE NO WATER RIGHTS APPURTENANT TO THESE LANDS.



549 SW MILL VIEW WAY
SUITE 100
BEND, OREGON 97702
(541) 633-3140
www.beconeng.com

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
DEC. 16, 2009
ERIK J. HUFFMAN
70814

RENEWS: JUNE 30, 2023



CITY OF LA PINE

STAFF REPORT

Meeting Date: October 13, 2021
TO: La Pine City Council
FROM: Geoff Wullschlager - City Manager
SUBJECT: City Council – Remaining Fiscal Year Council Meeting Schedule

TYPE OF ACTION REQUESTED (Check one):

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

Council:

Per recent discussions with several of you it has been asked of me to bring up the remainder of our fiscal calendar year Council meeting schedule. As you are aware, we currently have two regularly scheduled Council meetings every month and it was suggested that the Council may want to review the schedule through June of 2022 and discuss any meetings they may want to forgo. This is a Council decision, and City Administration has attached the scheduled dates on the attachment to this staff report. No formal action needs to be taken if the calendar is to remain static, but if adjustments are made and agreed upon, a formal motion followed by a second and vote should be undertaken to record the endorsement of the Council.



L A P I N E

O R E G O N

Upcoming Council Meetings
Remaining Fiscal Year – October 2021 – June 2022

October 2021:

Wed. October 13, 2021
Wed. October 27, 2021

November 2021:

Wed. November 10, 2021
Wed. November 24, 2021 (CM can only attend remotely)
Thu. November 25, 2021 - Thanksgiving

December 2021:

Wed. December 8, 2021
Wed. December 22, 2021
Saturday December 25, - Christmas

January 2022:

Wed. January 12, 2022
Wed. January 26, 2022

February 2022:

Wed. February 9, 2022
Wed. February 23, 2022

March 2022:

Wed. March 9, 2022
Wed. March 23, 2022

April 2022:

Wed. April 13, 2022
Wed. April 27, 2022

May 2022:

Wed. May 11, 2022
Wed. May 25, 2022
Unscheduled – Budget Hearing I – Often associated with a May meeting

June 2022:

Wed. June 8, 2022
Wed. June 22, 2022
Unscheduled – Budget Hearing II – Often associated with a June meeting



CITY OF LA PINE

STAFF REPORT

Meeting Date: October 13, 2021
TO: La Pine City Council
FROM: Geoff Wullschlager, City Manager
SUBJECT: Council Goal Setting/Planning Session

TYPE OF ACTION REQUESTED (Check one):

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

Council:

It is a common practice for the elected board of a jurisdiction to go through a goal setting session at the beginning of each calendar year. As 2021 saw the adjustment of several iterations of the Council from January through April, a declaration was not made to formalize Council interests.

As we enter the last quarter of 2021, it is to our collective advantage to begin discussing a shared vision and aspirations for 2022, in addition to setting the date for a goal setting workshop. We can schedule this as a by-product of our Council Meeting Calendar discussion, and can either plan on holding our work session either in the end of the current year or in the opening of 2022.



CITY OF LA PINE

STAFF REPORT

Meeting Date: October 13, 2021
TO: La Pine City Council
FROM: Geoff Wullschlager, City Manager
SUBJECT: OPRD ATV Grant Consideration

TYPE OF ACTION REQUESTED (Check one):

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

Council:

Mayor Richer has engaged in discussions with OPRD (Oregon Parks and Recreation Department) with the intent of potentially establishing an ATV staging area just north of Reed Rd. and west of the La Pine Cemetery. (See map).

This ATV staging area would connect the current OHV area to the north, located just south of Rosland Rd. to the Reed Rd. location along unimproved roads located in Deschutes National Forest. (See map)



The proposal would require the city to improve, to a minimal standard, the proposed area, by creating a porous but stable surfaced environment with signage, and either unimproved or improved restroom facilities.

The concept would not only tie in an off-road passage to the north staging area but would connect to unimproved forest roads to the south that head out into the Oregon outback. The concept could also include a licensing program by which users could travel along Reed Rd. (as in other rural Oregon communities) for supplies and gas along Reed Rd. This in turn could create a draw to the La Pine area from the OHV community, and in turn attract tourism dollars to our community.

The OPRD program is a grant program that funds up to \$100,000 for site development and does not limit the City to re-applying in subsequent years for further grant dollars for the same site.

The site itself would likely be managed by Oregon State Parks contractors and could eventually provide overnight camping for users as well. The City would not implement a fee for use as the free site access indemnifies the city of any future liability.

To move forward, OPRD is requiring a "Letter of Intent" (LOI) which is due on 10/15/21, and an application due on 11/15/21. The LOI consists of several fillable sections through the OPRD online application process. Below is a draft LOI to be considered and discussed by the Council.

Project Name: La Pine ATV Staging Site

Project Scope: The City intends to clear and minimally develop up to 2 acres of ATV siting area located in La Pine City limits. This minimal development will consist of site clearing, earth grading and compaction, and the placement of a porous hard surface such as ¾ minus gravel. Additionally, there will be the introduction of site signage, preparation work, and installation of a basic vault toilet structure. The City will also use available funds for the study and implementation of a limited on-road licensing program for site access to local businesses and supplies. Future site development will be conducted through subsequent city contributions, direct and in kind, in addition to future OPRD ATV grant applications. This project is intended to expand local off-road recreational opportunities, increase tourism and business activity in the City of La Pine, serve as an impetus to the growing outdoor recreational activity in and around the La Pine area, and assist OPRD in delivering its mission to a growing population of outdoor enthusiasts.

Project Location: 43.675119, -121.465530

Approximate Grant Request: \$100,000.00



CITY OF LA PINE

STAFF REPORT

Meeting Date: October 13, 2021
TO: La Pine City Council
FROM: Geoff Wullschlager, City Manager
SUBJECT: Agenda Items

TYPE OF ACTION REQUESTED (Check one):

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

Council:

The Council should consider and discuss the current format of the agenda, and whether there are any items any board member would like added to the current order of business.

City Administration would like to suggest the inclusion of “Budget Actuals” which will give the Council a once-a-month review of the previous period (month) budget to actual spending for each fund and individual line items contained within our FY 21/22 budget.

This is also an opportunity for Council members to offer insight and direction to City Administration regarding any other elements they are in favor of or opposed to in the conducting of our regular business/Council meetings.



CITY OF LA PINE

STAFF REPORT

Meeting Date: October 13, 2021
TO: La Pine City Council
FROM: Geoff Wullschlager, City Manager
SUBJECT: City Manager Annual Review (Discussion)

TYPE OF ACTION REQUESTED (Check one):

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

Council:

The City Manager has been employed with the city for 50 weeks and is approaching their anniversary date. To assist the City Manager in their ongoing performance and administration of City programs, the Council should discuss a date and time to hold an executive session for the performance review.

The performance evaluation document (draft) has been attached for review and consideration by the Council. If any member of Council has suggestions, additions or deletions to make to the form they should be brought up in regular session at the 10/13/21 meeting.

The attached evaluation document is the same form used for all administrative employees of the city in administering the 2021 employee evaluations.

**CITY OF LA PINE
EMPLOYEE PERFORMANCE EVALUATION**

Purpose

The purpose of this employee performance evaluation is to increase communication between the city manager, and the City Council concerning the city manager's performance, including specific work-related goals and objectives.

Process

The City Council will conduct an annual review and evaluation of the city manager's work performance. The results of this evaluation will identify areas of outstanding or satisfactory performance and point out areas for improvement or unsatisfactory job performance.

The annual review and evaluation process will be completed substantially as follows: (a) evaluation forms will be distributed to the City Council, and city manager; (b) the City Council will complete the evaluation form; (c) the City Council, the city manager will meet in executive session to discuss evaluation; and (d) the original evaluations will be placed in city manager's personnel file.

Instructions

Please review the city manager's work performance for the subject period. Concentrate on one factor at a time. Evaluate the city manager based on standards you expect considering the city manager's length of time on the job. Consider obtaining a copy of the city manager's employment agreement, letter of employment, and job description to facilitate completion of the evaluation form.

Check the number which most accurately reflects the level of performance for the factor appraised using the rating scale described below. If you did not have an opportunity to observe a factor during this evaluation period, please indicate so in the "N/O" column next to the factor.

Rating Scale Definitions (1-5)

- (1) Unsatisfactory - The city manager's work performance is inadequate and inferior to the standards of performance required for the job. Performance at this level cannot be allowed to continue.
- (2) Improvement Needed - The city manager's work performance does not meet the needed standards of the position. Effort is needed to improve performance.
- (3) Meets Job Standards - The city manager's work performance meets the standards of the position.
- (4) Exceeds Job Standards - The city manager's work performance is frequently above the level of satisfactory but has not achieved an overall level of outstanding performance.
- (5) Outstanding - The city manager's work performance is excellent when compared to the standards and expectations of the job.

N/O No Opinion.

Performance Evaluation Period: _____

Performance Evaluation and Achievements

1. Employee Relationships

- 1.1 Effectively implements policies and programs. 1___ 2___ 3___ 4___ 5___ N/O___
- 1.2 Reporting to the city manager’s supervisor is timely, clear, concise, and thorough. 1___ 2___ 3___ 4___ 5___ N/O___
- 1.3 Accepts direction/instructions in a positive manner. 1___ 2___ 3___ 4___ 5___ N/O___
- 1.4 Effectively aids the city manager’s supervisor in establishing goals and strategic planning. 1___ 2___ 3___ 4___ 5___ N/O___

Comments:

2. Quality of Work

- 2.1 Understanding of, and compliance with, department rules, procedures, workflow, policies, and operations. 1___ 2___ 3___ 4___ 5___ N/O___
- 2.2 Understand job responsibilities and how they fit into departmental operations; initiative in learning the responsibilities of other department positions, when appropriate. 1___ 2___ 3___ 4___ 5___ N/O___
- 2.3 Having any special skills required by the department; willingness and initiative taken to acquire additional knowledge and assume new tasks. 1___ 2___ 3___ 4___ 5___ N/O___
- 2.4 General understanding of departmental operations; knowing when to answer a question and when and how to refer it to someone else. 1___ 2___ 3___ 4___ 5___ N/O___
- 2.5 Organizational skills; ability to pace workflow and schedule time, timeliness of work. 1___ 2___ 3___ 4___ 5___ N/O___
- 2.6 Accuracy of work - number of errors or corrections. 1___ 2___ 3___ 4___ 5___ N/O___
- 2.7 Number of complaints or problems received from the public and other department staff due to work errors or unsatisfactory performance. 1___ 2___ 3___ 4___ 5___ N/O___
- 2.8 Degree of thoroughness applied to tasks; ability to follow work through to completion. 1___ 2___ 3___ 4___ 5___ N/O___

Comments:

3. Work Habits

- 3.1 Appropriate attendance level. 1__ 2__ 3__ 4__ 5__ N/O__
- 3.2 Consistently punctual; appropriate use of "breaks." 1__ 2__ 3__ 4__ 5__ N/O__
- 3.3 Works independently without requiring constant supervision. 1__ 2__ 3__ 4__ 5__ N/O__
- 3.4 Willingness to take on extra work when required by circumstances. 1__ 2__ 3__ 4__ 5__ N/O__
- 3.5 Performs work in such a fashion that the supervisor can rely on the work as accurate and timely. 1__ 2__ 3__ 4__ 5__ N/O__

Comments:

4. Public Relations

- 4.1 Projects a positive public image. 1__ 2__ 3__ 4__ 5__ N/O__
- 4.2 Is courteous to the public at all times. 1__ 2__ 3__ 4__ 5__ N/O__

Comments:

5. Interpersonal Skills/Customer Service

- 5.1 Ability to get along with others; ability to avoid or handle minor conflicts without supervisor intervention. 1__ 2__ 3__ 4__ 5__ N/O__
- 5.2 Consistent attention to and patience with the public; tolerance of diversity; willingness to go out of one's way to assist the public and other employees, a consistently pleasant manner. 1__ 2__ 3__ 4__ 5__ N/O__

- 5.3 Ability to effectively handle complaints and problems. 1___ 2___ 3___ 4___ 5___ N/O___
- 5.4 Ability to resolve conflict rather than create animosity. 1___ 2___ 3___ 4___ 5___ N/O___
- 5.5 Willingness to cooperate with peers and supervisor; ability to give and receive help; offers assistance to other departments when workflow allows. 1___ 2___ 3___ 4___ 5___ N/O___
- 5.6 Ability to accept and understand criticism and to take appropriate action to correct and improve performance. 1___ 2___ 3___ 4___ 5___ N/O___

Comments:

6. Effective Leadership (if applicable)

- 6.1 Delegates appropriate responsibilities, if appropriate. 1___ 2___ 3___ 4___ 5___ N/O___
- 6.2 Provides organization leadership. 1___ 2___ 3___ 4___ 5___ N/O___
- 6.3 Recruits and hires effective staff. 1___ 2___ 3___ 4___ 5___ N/O___
- 6.4 Evaluates staff regularly. 1___ 2___ 3___ 4___ 5___ N/O___

Comments:

7. Communication

- 7.1 Oral communication is clear, concise, and articulate. 1___ 2___ 3___ 4___ 5___ N/O___
- 7.2 Written communication is clear, concise, and accurate. 1___ 2___ 3___ 4___ 5___ N/O___
- 7.3 Clarity and appropriateness of oral and written communication with employees and the public. 1___ 2___ 3___ 4___ 5___ N/O___
- 7.4 Employee demonstrates appropriate level of 1___ 2___ 3___ 4___ 5___ N/O___

information flow to supervisor, other employees.

- 7.5 Listening skills, the ability to understand questions and obtain additional information needed to answer correctly. 1___ 2___ 3___ 4___ 5___ N/O___

Comments:

8. Personal Traits

- 8.1 Initiative 1___ 2___ 3___ 4___ 5___ N/O___
8.2 Judgment 1___ 2___ 3___ 4___ 5___ N/O___
8.3 Fairness and Impartiality 1___ 2___ 3___ 4___ 5___ N/O___
8.4 Creativity 1___ 2___ 3___ 4___ 5___ N/O___

Comments:

9. Supervisory Skills (If applicable)

- 9.1 Management skills -- success in planning and organizing work and achieving goals within scheduled time and fiscal limits. 1___ 2___ 3___ 4___ 5___ N/O___
9.2 Motivation of employees -- success in gaining cooperation and high levels of performance from employees supervised. 1___ 2___ 3___ 4___ 5___ N/O___
9.3 Development of employees -- success in training employees in skills required for assigned duties as well as providing for flexibility in back-up. 1___ 2___ 3___ 4___ 5___ N/O___

Overall Summary Rating

Overall Performance Rating - Considering the results obtained against established performance standards as well as overall job performance, the following rating is provided.

Unsatisfactory _____ Improvement Needed _____ Meets Standards _____
Exceeds Job Standards _____ Outstanding _____

Comments:

Future Goals and Objectives

Specific goals and objectives to be achieved in the next evaluation period:

Strengths

Based upon your overall evaluation of the employee, what areas would you identify as his strong points as employee?

Improvements Required

Based upon your overall evaluation, what areas would you suggest the employee work on to improve his/her skills and to be more effective? Please be as specific as possible.

Employee Comments:

This employee performance evaluation was reviewed and discussed between the city manager and the city Council on _____, 2021.

[end of evaluation form; signature page immediately follows]

Employee:

Date

Mayor:

Date

Council President:

Date

Councilor

Date

Councilor

Date

Councilor

Date