



**CITY OF LA PINE, OREGON
CITY COUNCIL/PLANNING COMMISSION WORKSHOP &
REGULAR CITY COUNCIL MEETING**

Wednesday, July 12, 2023 5:30 p.m.

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

Available online via Zoom: <https://us02web.zoom.us/j/88590585548>

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.

The Workshop meeting will proceed the Regular Council Meeting. The Workshop is an informal discussion between the Council, Planning Commission, and staff on upcoming projects and concepts that will not be acted upon outside of regular sessions of each body.

The Regular City Council meeting is a business meeting of the elected members of the La Pine City Council, in which matters that have come before the City in application, or legislatively/judicially by process can be acted upon under Old and New business. Matters that are not formally before the City or have yet to be initiated by application cannot be officially acted upon.

AGENDA

City Council/Planning Commission Workshop

Discussion Items

1. La Pine Vision Strategy

This conversation will be led by La Pine City Principal Planner Brent Bybee with support from City Manager Geoff Wullschlager, and Assistant City Manager/Finance Director Ashley Ivans.

The purpose of the conversation with both the City Council and Planning Commission is to discuss the outlined strategy as developed by Mr. Bybee in taking next steps within the City Visioning Process, which endeavors to gather input from community members and stakeholders. This input will be inventoried and developed into a series of primary goals for the Vision Plan, which will then drive the Comprehensive Plan Update effort scheduled to begin in 2024.

La Pine Vision Strategy Outline.....4.

2. US 9th Circuit Court of Appeals & ORS 165.440

Staff Report.....5.

3. Public Meetings Laws (Discussion Only)

4. City Council / Planning Commission relations (Discussion Only)

5. Other Items

Other items provides the Council and Planning Commission with the opportunity to put other topics on the agenda for discussion. Council and Planning Commission members may add these at their discretion during the workshop meeting.

Regular Council Meeting

CALL TO ORDER

ESTABLISHMENT OF A QUORUM

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Public Comments provide an opportunity for members of the community to submit input on ongoing matters in the city. Any matter that warrants testimony and rebuttal may be debated during an appropriate public hearing on the matter.

Public Comments are limited to three (3) minutes per person; when asked to the podium, please state your name and whether you live within La Pine city limits. The acting chair may elect to respond to comments if the matter is within the jurisdiction of the city or defer to city staff for response.

REGULAR COUNCIL SESSION

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.	06.14.23 Regular City Council Meeting Minutes.....	6.
2.	06.28.23 Regular City Council Meeting Minutes.....	11.
3.	Financial Report.....	15.
4.	06.14.23 Public Comment Forms.....	19.

PRESENTATIONS:

None

PUBLIC HEARING:

None

OLD BUSINESS:

None

NEW BUSINESS:

- 1. State Funding – Incubator Project (Industrial Park)
 - a. Staff Report.....23.
 - b. White Paper.....24.
 - c. Draft Letter.....26.
- 2. Coordinated Houseless Response Office Request
 - a. Staff Report.....27.
- 3. County and Office of the Governor Correspondence (Agricultural Land, Forest Land, Goal 5 Natural Resource Exception) regarding siting of managed homeless camps.
 - a. Staff Report.....28.
 - b. Deschutes County BOCC communication.....29.
 - c. Office of the Governor communication30.

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

EXECUTIVE SESSION

La Pine's Vision

1. Discuss the process and steps with the Planning Commission and City Council
 - a. Harbor input on what needs to be asked to identify 5 primary goals
2. Compile website info and materials
 - a. Survey materials (hard copy and digital)
 - b. How the vision affects the Comprehensive Plan Update
 - c. Description of Comprehensive Plan, and brief overview of update process.
3. Identify stakeholders and community organizations
 - a. Gather contact information
 - b. Compile contact list
4. Identify upcoming community events for the late summer, fall, and early winter
 - a. Order informational materials and visual pieces for events
 - b. Events
 - i. Music in the pines
5. Go live on the website
6. Attend community events
 - a. Materials
 - i. Have handwritten surveys for people to fill out
 - ii. Visual Boards for people to write in answers
 - iii. Description of Comp Plan Update
 - iv. Signup for notifications
 - v. Handouts for the website
 - vi. Visual for city limits
 1. Information for Newberry Regional Partnership
 - b. Events
 - i. Music in the pines
7. Send out mailers with utility bills each month
8. Compile data from public input, and present to the Planning Commission and City Council
 - a. Identify the 5 primary goals for La Pine's Vision based on the input
9. Host two public hearings to foster input and compile objectives for each goal
10. Produce draft for approval by the Planning Commission and City Council
11. Final approval, Move onto Comp Plan Update



CITY OF LA PINE

STAFF REPORT

Meeting Date: July 12, 2023

TO: City Council/Planning Commission

FROM: Geoff Wullschlager, City Manager 

SUBJECT: Privacy protections in public conversations

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

Council and Commission members:

The United States 9th Circuit Court of Appeals recently (July 3, 2023), struck down an Oregon law (ORS 165.535 as reported) that prohibits the recording of in person conversations (in public where there is no reasonable expectation of privacy) without informing everyone involved in the conversation. Oregon is one of five states that currently has these types of privacy statutes on the books.

As it relates to elected and appointed officials, including City staff, all members of the City in their official capacity should be made aware that any claims of privacy violation, in the instance that a face-to-face conversation in public is recorded, would not be supported by state law in the case of legal action as legal precedent would likely supersede a claim. In specificity, all City officials should presume that anything discussed in public is now subject to recording without notice from another party. It should also be noted that while it appears in the instance where there is a “reasonable expectation of privacy,” there is opportunity for there to be legal challenge to be made as well as to the definition of what constitutes that reasonable expectation.

Oregon Department of Justice representative(s) have indicated that they may advise the Oregon Legislature to consider an amending of the current law(s) to reinstate protections, but this will not happen in an expedient manner. The Legislature is currently in recess from full session until January 5th, 2024.

This ruling does not change the current status of telephonic communications, in which only one-party consent is required for recording.



CITY OF LA PINE, OREGON

REGULAR CITY COUNCIL MEETING & BUDGET HEARING

MEETING MINUTES

Wednesday, June 14, 2023 5:30 p.m.

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

Available online via Zoom: <https://us02web.zoom.us/j/86425764364>

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.

CALL TO ORDER

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

ESTABLISH A QUORUM

Councilors Present:

Mayor Richer

Councilor Van Damme

Councilor Shields

Councilor Ignazzitto

Councilor Morse

Student Councilor Marston

Staff Present:

Geoff Wullschlager, City Manager

Kelly West, Public Works Director

Amanda Metcalf, Administrative Assistant

PLEDGE OF ALLEGIANCE

Mayor Richer led the pledge of allegiance.

PUBLIC COMMENTS

Colleen Scott: Came to the Council due to discussion on social media and wanted to voice more positive changes with respect to the Growth of La Pine in the past 10 years. She explained that with more people coming to live in La Pine we will need more services. She commented that we will never lose that small town feel, our community is what makes it feel great.

Thomas Gibb: Explained how he felt when he moved to La Pine 10 years ago. He stated that he liked the small-town feel. Now he considers there to be more traffic and people. Mr. Gibb also explained that modest growth is great, but his perspective was we do not need to have more stores in town due to our proximity to Bend.

Daren Ash: Presented a petition signed by 445 people and read the petition to the Council. The purpose of the petition was to show the Council that community members want to limit formula businesses within La Pine. He also voiced that other communities, including Sisters, have set ordinances limiting formula businesses.

Wes Elliott:- Owner of Liquor store explained to the Council that he is moving his business to Wm. Foss Rd. and was informed by administration that in the City's 100-year plan there could be an expansion of Wm. Foss Rd. to 4 lanes. Mr. Elliott wanted to voice his concern about this plan and does not feel that expanding Wm. Foss Rd. will align with the small-town feel. He also explained that it is not fair that he will need to sign an easement allowing the City to expand the road onto his property in the future.

REGULAR COUNCIL SESSION

ADDED AGENDA ITEMS

None

CONSENT AGENDA

1. 04.26.23 Joint City Council Meeting Minutes
2. 05.10.23 Regular City Council Meeting Minutes
3. 05.24.23 Regular City Council Meeting Minutes
4. Financial Summary – 04.30.23

Councilor Van Damme made a motion to approve the consent agenda. *Councilor Ignazzitto seconded the motion.* Motion passed unanimously.

PRESENTATIONS:

None

PUBLIC HEARING:

1. Budget Hearing on the FY23-24 Budget
 - a. Open Public Hearing

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

- b. Minutes
 - i. 05.09.23 Budget Committee Meeting Minutes
 - ii. 05.10.23 Budget Hearing Minutes
- c. Staff Report

i. Approved Budget

Mr. Wullschlager presented the Staff report on Fiscal Year 23-24 budget.

d. Public Comments

Colleen Scott- Resident thanked the staff and Council for putting the budget together.

e. Deliberation

The Budget Committee did not have any comments.

f. Close Public Hearing

Budget Chair Van Damme closed the public hearing at 5:39 p.m.

2. Hearing on Adoption of City's new fee schedule – A resolution of the City of La Pine adopting a Master Fee Schedule and Establishing and/or Adjusting Certain City Fees, Rates and Charges

a. Open Public Hearing

Budget Chair Van Damme opened the public hearing at 5:39 p.m.

b. Staff Report

Mr. Wullschlager presented the Staff Report explaining the new fee schedule for Fiscal year 23-24.

c. Public Comments

There were no Public Comments.

d. Deliberation

The Council did not have any comments.

e. Close Public Hearing

Budget Chair Van Damme closed the public hearing at 5:41 p.m.

OLD BUSINESS:

None

NEW BUSINESS:

1. Resolution 2023-02 – A resolution declaring the municipal services provided by the City of La Pine in order to receive state shared revenues.

Mr. Wullschlager presented to the Council Resolution 2023-02.

Councilor Shields moved to approve Resolution 2023-02 A resolution declaring the municipal services provided by the City of La Pine in order to receive state shared revenues. *Councilor Ignazzitto seconded the motion.* Mayor Richer asked for a roll call vote:

Councilor Van Damme-aye

Councilor Shields-aye

Councilor Ignazzitto- aye

Councilor Morse-aye

Motion passed unanimously.

2. Resolution 2023-03 – A resolution declaring the City’s election to receive state revenues.

Mr. Wullschlager presented to the Council Resolution 2023-03.

Councilor Ignazzitto moved to approve Resolution 2023-03 A resolution declaring the City’s election to receive state revenues. *Councilor Morse seconded the motion.* Mayor Richer asked for a roll call vote:

Councilor Van Damme-aye

Councilor Shields-aye

Councilor Ignazzitto- aye

Councilor Morse-aye

Motion passed unanimously.

3. Resolution 2023-04 – A resolution adopting the FY 23-24 Budget and appropriating funds.

Mr. Wullschlager presented to the Council Resolution 2023-04.

Councilor Ignazzitto moved to approve Resolution 2023-04 A resolution adopting the FY 23-24 Budget and appropriating funds. *Councilor Van Damme seconded the motion.* Mayor Richer asked for a roll call vote:

Councilor Van Damme-aye

Councilor Shields-aye

Councilor Ignazzitto- aye

Councilor Morse-aye

Motion passed unanimously.

4. Resolution 2023-05 – A resolution adopting the City of La Pine’s Master Fee Schedule.

Mr. Wullschlager presented to the Council Resolution 2023-05.

Councilor Van Damme moved to approve Resolution 2023-05 A resolution adopting the City of La Pine’s Master Fee Schedule. *Councilor Shields seconded the motion.* Mayor Richer asked for a roll call vote:

Councilor Van Damme-aye

Councilor Shields-aye

Councilor Ignazzitto- aye

Councilor Morse-aye

Motion passed unanimously.

PUBLIC COMMENTS

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

There were no public comments.

STAFF COMMENTS

None

MAYOR & COUNCIL COMMENTS

Councilor Van Damme thanked the community for coming to the meeting, and the staff for their hard work.

Councilor Shields commented on the water wastewater project and how it has progressed.

Councilor Ignazzitto thanked the community for coming to the meeting and being respectful.

Councilor Morse thanked the community for coming to the meeting.

Mayor Richer thanked everyone for showing up and expressing their comments to the Council.

ADJOURNMENT

Mayor Richer adjourned the meeting at 6:03p.m.

EXECUTIVE SESSION

None



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

Wednesday, June 28, 2023 5:30 p.m.

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

Available online via Zoom: <https://us02web.zoom.us/j/81415171639>

CALL TO ORDER

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

ESTABLISH A QUORUM

Councilors Present:

Mayor Richer

Councilor Van Damme

Councilor Shields

Councilor Ignazzitto

Councilor Morse

Student Councilor Marston

Staff Present:

Geoff Wullschlager, City Manager

Ashley Ivans, Financial Director/Assistant City Manager

Brent Bybee, Principal Planner

Kelly West, Public Works Director

Amanda Metcalf, Administrative Assistant

PLEDGE OF ALLEGIANCE

Mayor Richer led the Pledge of Allegiance.

PUBLIC COMMENTS

None

REGULAR COUNCIL SESSION

ADDED AGENDA ITEMS

None

CONSENT AGENDA

None

PRESENTATIONS:

1. Ms. Courtney Voss – Republic Services

Ms. Voss and her associates provided a presentation on behalf of Republic Services (Refuse Collection within the City of La Pine). Ms. Voss informed the Council that Republic Services are involved in La Pine Community events through sponsorship and vendor booths.

Ms. Voss went on to discuss changes regarding state recycling practices and the State's policies on more accessibility to recycling services. Ms. Voss presented the choice to the Council that the City can opt into allowing Recycling services, with the note that it would take 12-18 months for Republic to acquire the equipment for said services, or that the council may wait until July 1, 2025, for possible state funds to become available in an effort to help offset the capital vs having the rate payors increase their fees. Mr. Wullschlager did note that currently La Pine does not meet the population requirement for the State to mandate recycling services.

Councilor Van Damme expressed concern regarding price increases associated with compulsory recycling services and the potential negative impact they may have on La Pine residents. There was discussion about the requirement of compulsory recycling vs. optional services being presented to the Council.

Republic Services presented their profit and loss statements for incorporated La Pine from 2022, and the projection for 2023. They also presented a rate increase request of 3% effective July 1, 2023, due to the increase in disposal charges.

Councilor Van Damme inquired about the increase and how much will be in Republic's reserve income. Ms. Voss informed the Council that their margin range is 9-12% and explained that it will never exceed 12% due to their business policies.

Ms. Voss requested that the Council consider the other services that Republic can offer to the citizens of La Pine. There was no action taken by the Council on recycling disposal from Republic Services.

OLD BUSINESS:

None

NEW BUSINESS:

1. Resolution 2023-06 – A Resolution Adjusting and Fixing Rates for Solid Waste

Mr. Wullschlager presented the associated staff report which would provide for a 3% rate increase for solid waste services in observance of the contract that the City has with Republic Services. There were no questions from the Council.

Councilor Ignazzitto made the motion to approve Resolution 2023-06, a resolution adjusting and fixing solid waste rates to be charged by franchisee in the City of La Pine. *Councilor Morse seconded the motion.* Mayor Richer called a roll call vote.

Councilor Van Damme- Aye

Councilor Shields- Aye
Councilor Ignazzitto- Aye
Councilor Morse-Aye

Resolution 2023-06 was adopted by a unanimous vote.

2. Advisory Committee Application (Planning Commission)

Mr. Wullschlager presented an application from Mr. Jeff Poteet for a position on the Planning Commission. There was discussion on the precedence of having an applicant appointed before the formal resignation of a current member. City Manager Wullschlager offered that the application was before the Council on the basis that Commissioner Cameron had expressed his intent to resign within the next month. The Council determined that an appointment can happen, but they will not be a voting member until the current member resigns.

Councilor Ignazzitto made a motion to appoint Mr. Jeff Poteet to the position of Planning Commissioner, commencing upon the next scheduled meeting of that body, and following the formal resignation of Commissioner Cameron. *Councilor Van Damme seconded the motion.* Mayor Richer called a roll call vote:

Councilor Van Damme- Aye
Councilor Shields- Nay
Councilor Ignazzitto- Aye
Councilor Morse-Aye
Motion passed majority approved.

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

STAFF COMMENTS

Ms. Ivans presented to the Council her progress report regarding the budget and the in-house audits.

Mr. Bybee presented to the Council his professional background, in addition to what projects he is currently working on. Mr. Bybee also presented to the Council the concept of developing a Citizen Advisory Committee for the Comprehensive Plan update project. .

Mr. Wullschlager discussed and expanded on the Citizen Advisory committee proposal. He also informed the Council about updates with the Sheriff's office and their service report with respect to incorporated La Pine. In addition, Mr. Wullschlager stated he is currently working with legal counsel regarding the concept of camping rules. There was discussion about current events that have happened in La Pine. He also discussed the upcoming public hearing regarding the proposed text amendment of the La Pine Development Code.

Mr. West informed the Council that the Public Works Department has completed the County Sanitary survey with an a designation of "outstanding."

MAYOR & COUNCIL COMMENTS

Student Councilor Marston discussed current events at the high school, including the Outdoor Adventure Day where younger kids went to the high school to learn about nature. He also reported that eighty-seven high schoolers walked for this year’s graduating class. Lastly Student Councilor Marston informed the Council that the Gym at the high school is currently under construction/renovation.

Councilor Shields explained his nay vote for the applicant Jeff Poteet for the Planning Commission, he was concerned that there could be a conflict of interest with the current Commission Chair since they work for the same company.

Councilor Ignazzitto informed the Council of the groundbreaking for the new Heath Center which will be Aug 10, 2023

Mayor Richer thanked everyone for being at the meeting and encouraged more community members to come to the Council meetings.

ADJOURNMENT

Mayor Richer adjourned the meeting at 6:40 p.m.

EXECUTIVE SESSION

None

FINANCIAL SUMMARY May 31, 2023

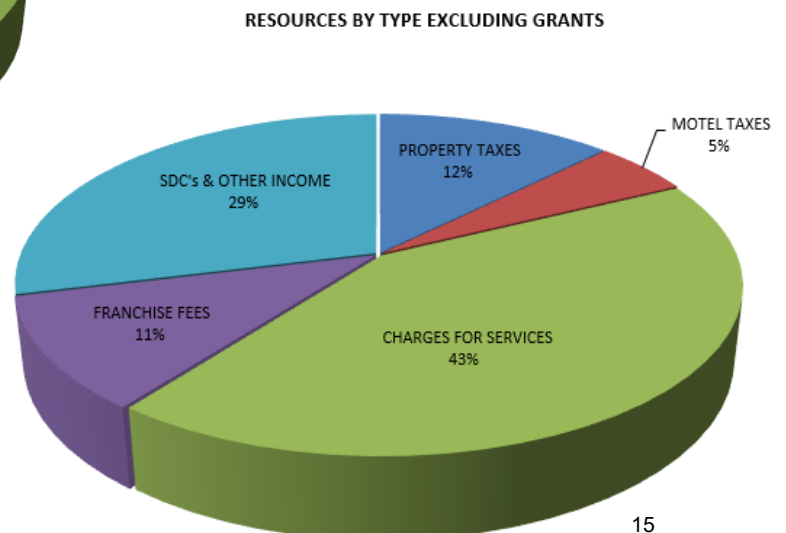
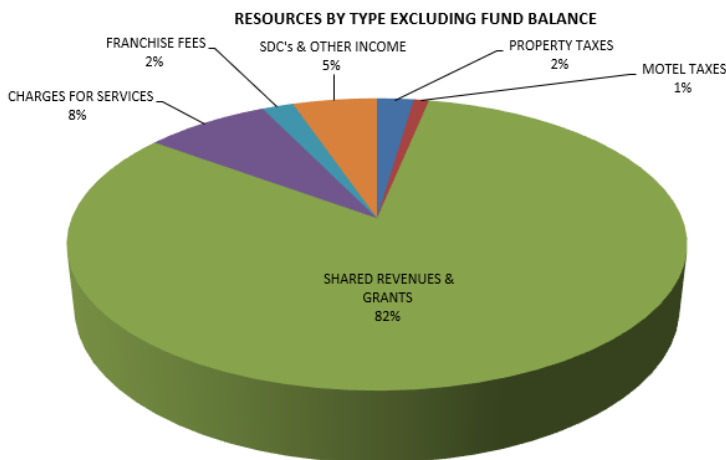
TOTAL RESOURCES - BUDGET TO ACTUAL

AS OF MAY 31, 2023

	Year	FY 2022-23	Budget	(92% lapsed)
	To Date	Budget	Remaining	% Earned
BEGINNING FUND BALANCE	14,605,238	14,605,238	-	100.0%
PROPERTY TAXES	419,212	407,368	(11,844)	102.9%
MOTEL TAXES	172,356	162,380	(9,976)	106.1%
SHARED REVENUES & GRANTS	15,040,664	34,944,243	19,903,579	43.0%
CHARGES FOR SERVICES	1,422,983	1,666,452	243,469	85.4%
FRANCHISE FEES	358,214	249,900	(108,314)	143.3%
SDC's & OTHER INCOME	961,847	3,029,688	2,067,841	31.7%
	32,980,513	55,065,269	22,084,756	59.9%

FINANCIAL HIGHLIGHTS – RESOURCES

- Charges & Services are lower than anticipated. The Finance Department has begun an audit of the Utility Systems. These issues will begin to resolve themselves in FY 2023-24.
- Community Development charges and SDC charges are lower than anticipated due to a slow in building within the City.
- The City has begun receiving interim financing for the expansion project.



RESOURCES - BUDGET TO ACTUAL BY FUND

AS OF MAY 31, 2023

	Year To Date	FY 2022-23 Budget	Budget Remaining	(92% lapsed) % Earned
GENERAL FUND				
BEGINNING FUND BALANCE	2,096,967	2,096,967	-	100.0%
PROPERTY TAXES	419,212	407,368	(11,844)	102.9%
SHARED REVENUES & GRANTS	1,525,757	608,073	(917,684)	250.9%
MOTEL TAXES (30%)	51,985	47,380	(4,605)	109.7%
CHARGES FOR SERVICES	2,444	15,918	13,475	15.4%
FRANCHISE FEES	358,214	249,900	(108,314)	143.3%
MISCELLANEOUS & OTHER INCOME	134,184	49,678	(84,506)	270.1%
INTERFUND TRANSFERS - IN	-	3,000	3,000	
	<u>4,588,764</u>	<u>3,478,284</u>	<u>(1,113,480)</u>	<u>131.9%</u>
CEMETERY FUND				
BEGINNING FUND BALANCE	40,480	\$ 40,480	-	100.0%
CHARGES FOR SERVICES	1,340	1,500	160	89.3%
INTERFUND TRANSFERS - IN	7,500	7,500	-	
	<u>49,320</u>	<u>49,480</u>	<u>160</u>	<u>99.7%</u>
STREETS FUND				
BEGINNING FUND BALANCE	1,348,701	1,348,701	-	100.0%
SHARED REVENUES & GRANTS	194,959	143,170	(51,789)	136.2%
MISCELLANEOUS & OTHER INCOME	10,931	475,500	464,569	2.3%
INTERFUND TRANSFERS - IN	200,000	200,000	-	
	<u>1,754,592</u>	<u>2,167,371</u>	<u>412,779</u>	<u>81.0%</u>
TOURISM FUND				
BEGINNING FUND BALANCE	295,956	295,956	-	100.0%
MOTEL TAXES	120,371	115,000	(5,371)	104.7%
MISCELLANEOUS & OTHER INCOME	-	500	500	
	<u>416,327</u>	<u>411,456</u>	<u>(4,871)</u>	<u>101.2%</u>
COMMUNITY DEVELOPMENT FUND				
BEGINNING FUND BALANCE	604,463	604,463	-	100.0%
CHARGES FOR SERVICES	38,382	55,000	16,619	69.8%
ADVANCED PLANNING FEES	33,700	114,945	81,245	29.3%
MISCELLANEOUS & OTHER INCOME	5,719	300,000	294,281	1.9%
INTERFUND TRANSFERS - IN	40,000	40,000	-	100.0%
	<u>722,263</u>	<u>1,114,408</u>	<u>392,145</u>	<u>64.8%</u>
INDUSTRIAL/ECONOMIC DEVELOPMENT				
BEGINNING FUND BALANCE	129,423	129,423	-	
INDUSTRIAL SITE LEASES / SALES	3,250	43,000	39,750	7.6%
MISCELLANEOUS & OTHER INCOME	52,401	47,500	(4,901)	110.3%
INTERFUND TRANSFERS - IN	45,000	45,000	-	100.0%
	<u>230,074</u>	<u>264,923</u>	<u>34,849</u>	<u>86.8%</u>
RESERVE FUND - WATER/SEWER				
BEGINNING FUND BALANCE	2,318,200	2,318,200	-	100.0%
	<u>2,318,200</u>	<u>2,318,200</u>	<u>-</u>	<u>100.0%</u>
DEBT RESERVE FUND				
BEGINNING FUND BALANCE	193,503	193,503	-	100.0%
	<u>193,503</u>	<u>193,503</u>	<u>-</u>	<u>100.0%</u>
SDC FUND				
BEGINNING FUND BALANCE	4,639,576	4,639,576	-	100.0%
SYSTEM DEVELOPMENT CHARGES	691,377	1,717,285	1,025,908	40.3%
	<u>5,330,953</u>	<u>6,356,861</u>	<u>1,025,908</u>	<u>83.9%</u>
WATER FUND				
BEGINNING FUND BALANCE	1,681,888	1,681,888	-	100.0%
GRANT REVENUE	7,870,307	15,890,500	8,020,193	49.5%
CHARGES FOR SERVICES	737,891	768,817	30,926	96.0%
MISCELLANEOUS & OTHER INCOME	58,013	104,280	46,267	55.6%
	<u>10,348,099</u>	<u>18,445,485</u>	<u>8,097,386</u>	<u>56.1%</u>
SEWER FUND				
BEGINNING FUND BALANCE	1,256,081	1,256,081	-	100.0%
GRANT REVENUE	5,415,940	18,302,500	12,886,560	29.6%
CHARGES FOR SERVICES	640,016	782,217	142,201	81.8%
MISCELLANEOUS & OTHER INCOME	6,398	220,000	213,602	2.9%
INTERFUND TRANSFERS - IN	215,000	215,000	-	100.0%
	<u>7,533,435</u>	<u>20,775,798</u>	<u>13,242,363</u>	<u>36.3%</u>

FINANCIAL SUMMARY
May 31, 2023

TOTAL EXPENDITURES - BUDGET TO ACTUAL

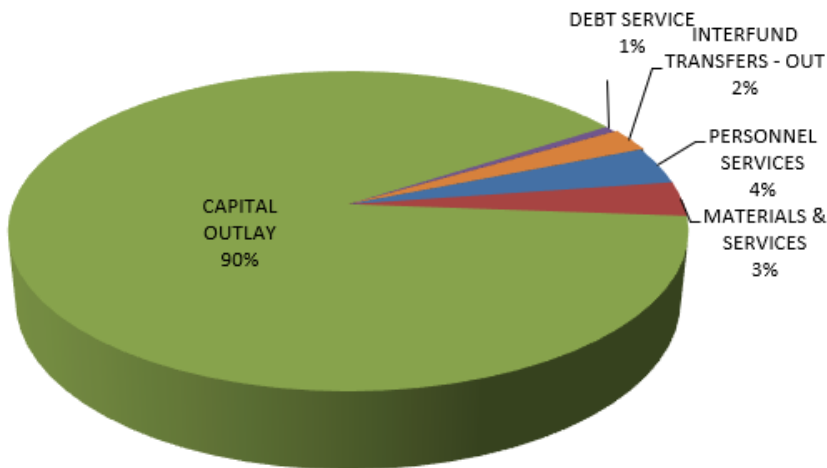
AS OF MAY 31, 2023

	Year To Date	FY 2022-23 Budget	Budget Remaining	(92% lapsed)
PERSONNEL SERVICES	815,830	1,229,381	413,551	66.4%
MATERIALS & SERVICES	748,873	1,631,377	882,504	45.9%
CAPITAL OUTLAY	19,233,941	43,258,276	23,035,144	44.5%
DEBT SERVICE	137,460	233,994	96,534	58.7%
INTERFUND TRANSFERS - OUT	507,500	507,500	-	100.0%
	21,443,604	47,532,341	25,099,545	45.1%

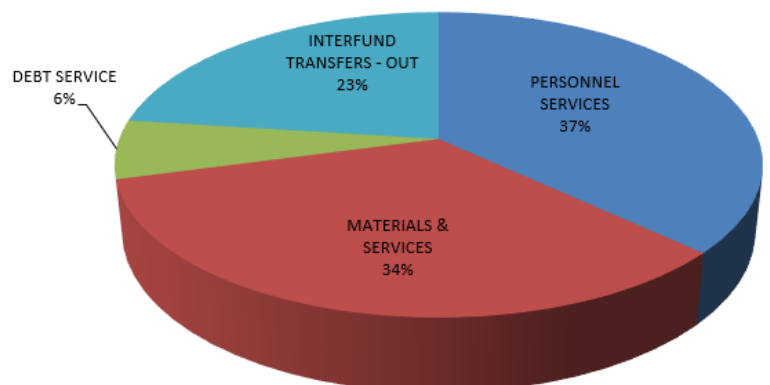
FINANCIAL HIGHLIGHTS – EXPENDITURES:

- Expenditures are in line with staff expectations.
- Capital Outlay is our greatest expense. This is due to the completion of the Transit Center and the onset of the Water and Wastewater Capital Improvement Projects.

EXPENDITURES BY CATEGORY



EXPENDITURES BY CATEGORY EXCLUDING CAPITAL OUTLAY



EXPENDITURES - BUDGET TO ACTUAL BY FUND

AS OF MAY 31, 2023

	Year To Date	FY 2022-23 Budget	Budget Remaining	(92% lapsed) % Expended
GENERAL FUND				
PERSONNEL SERVICES	125,349	200,065	74,716	62.7%
MATERIALS & SERVICES	115,768	541,212	425,444	21.4%
CAPITAL OUTLAY	352,082	406,000	53,918	86.7%
DEBT SERVICE	40,926	40,926	-	100.0%
INTERFUND TRANSFERS - OUT	507,500	507,500	-	100.0%
	<u>1,141,625</u>	<u>1,695,703</u>	<u>554,078</u>	<u>67.3%</u>
CEMETERY FUND				
MATERIALS & SERVICES	2,480	14,610	12,130	17.0%
CAPITAL OUTLAY	-	5,000	5,000	0.0%
	<u>2,480</u>	<u>19,610</u>	<u>17,130</u>	<u>12.6%</u>
STREETS FUND				
PERSONNEL SERVICES	81,677	112,387	30,710	72.7%
MATERIALS & SERVICES	98,765	184,815	86,050	53.4%
CAPITAL OUTLAY	4,755	692,500	687,745	0.7%
	<u>185,197</u>	<u>989,702</u>	<u>804,505</u>	<u>18.7%</u>
TOURISM FUND				
MATERIALS & SERVICES	57,879	93,000	35,121	62.2%
CAPITAL OUTLAY	51,144	60,000	8,856	85.2%
INTERFUND TRANSFERS - OUT	-	-	-	0.0%
	<u>109,023</u>	<u>153,000</u>	<u>43,977</u>	<u>71.3%</u>
COMMUNITY DEVELOPMENT FUND				
PERSONNEL SERVICES	86,992	176,294	89,302	49.3%
MATERIALS & SERVICES	35,361	79,000	43,639	44.8%
	<u>122,353</u>	<u>255,294</u>	<u>132,941</u>	<u>47.9%</u>
INDUSTRIAL AND ECONOMIC DEVELOPMENT				
MATERIALS & SERVICES	64,711	138,500	73,789	46.7%
	<u>64,711</u>	<u>138,500</u>	<u>73,789</u>	<u>46.7%</u>
SDC FUND				
CAPITAL OUTLAY	4,024,384	5,013,576	989,192	80.3%
	<u>4,024,384</u>	<u>5,013,576</u>	<u>-</u>	<u>80.3%</u>
WATER AND SEWER RESERVE FUND				
CAPITAL OUTLAY	2,318,200	2,318,200	-	100.0%
	<u>2,318,200</u>	<u>2,318,200</u>	<u>-</u>	<u>100.0%</u>
WATER FUND				
PERSONNEL SERVICES	260,538	370,810	110,272	70.3%
MATERIALS & SERVICES	189,196	271,615	82,419	69.7%
CAPITAL OUTLAY	6,376,280	15,890,500	9,514,220	40.1%
DEBT SERVICE	96,534	193,068	96,534	50.0%
SPECIAL PAYMENTS	-	200,000	200,000	0.0%
INTERFUND TRANSFERS - OUT	-	-	-	0.0%
	<u>6,922,548</u>	<u>16,925,993</u>	<u>10,003,445</u>	<u>40.9%</u>
SEWER FUND				
PERSONNEL SERVICES	261,275	369,825	108,550	70.6%
MATERIALS & SERVICES	184,712	308,625	123,913	59.9%
CAPITAL OUTLAY	6,107,096	18,872,500	12,765,404	32.4%
SPECIAL PAYMENTS	-	471,813	471,813	0.0%
INTERFUND TRANSFERS - OUT	-	-	-	0.0%
	<u>6,553,083</u>	<u>20,022,763</u>	<u>13,469,680</u>	<u>32.7%</u>



PUBLIC COMMENT FORM

Completed forms will be collected prior to the start of the meeting. Comments will be limited to 3 minutes and restricted to the topics indicated below. All remarks and questions must be addressed to the presiding officer, only. Comments will be respectful. Harsh and/or abusive language will not be permitted. (This document is a public record)

Name: THOMAS E. GIBB JR. Phone Number: 341-219-9026
 Address: 16110 ALPINE DR. LA PINE, OR 97239
 Email: ANTREMAN@AOL.com Resident Non Resident Other
 Agenda Item Topic #: LAPINE GROWTH in support of in opposition to as an interested party
 Non-Agenda Item Topic (Provide brief description): LAPINE GROWTH -

 Organization (if applicable): _____ Would you like to be contacted for follow up?
 _____ Yes No



PUBLIC COMMENT FORM

Completed forms will be collected prior to the start of the meeting. Comments will be limited to 3 minutes and restricted to the topics indicated below. All remarks and questions must be addressed to the presiding officer, only. Comments will be respectful. Harsh and/or abusive language will not be permitted. (This document is a public record)

Name: Wes Elliott Phone Number: 541-797-9682
Address: P.O. Box 2357 LAPINE
Email: _____
 Resident Non Resident Other
Agenda Item Topic #: _____ in support of _____ in opposition to _____ as an interested party
 Non-Agenda Item Topic (Provide brief description): _____

Organization (if applicable): _____ Would you like to be contacted for follow up?
 Yes No



PUBLIC COMMENT FORM

Completed forms will be collected prior to the start of the meeting. Comments will be limited to 3 minutes and restricted to the topics indicated below. All remarks and questions must be addressed to the presiding officer, only. Comments will be respectful. Harsh and/or abusive language will not be permitted. (This document is a public record)

Name: Deron Ash Phone Number: 806 260-2687
Address: 52765 Howard Ln, La Pine 97739
Email: deronash@gmail.com Resident Non Resident Other
Agenda Item Topic #: _____ in support of _____ in opposition to _____ as an interested party
 Non-Agenda Item Topic (Provide brief description): Farmland Businesses

Organization (if applicable): _____ Would you like to be contacted for follow up?
_____ Yes _____ No



PUBLIC COMMENT FORM

Completed forms will be collected prior to the start of the meeting. Comments will be limited to 3 minutes and restricted to the topics indicated below. All remarks and questions must be addressed to the presiding officer, only. Comments will be respectful. Harsh and/or abusive language will not be permitted. (This document is a public record)

Name:	<u>Colleen Scott</u>	Phone Number:	<u>541 306 0576</u>	
Address:	<u>52706 Murry Drive</u>			
Email:	<input checked="" type="checkbox"/> Resident	<input type="checkbox"/> Non Resident	<input type="checkbox"/> Other	
Agenda Item Topic #:	_____	in support of	in opposition to	as an interested party
<input checked="" type="checkbox"/> Non-Agenda Item Topic	<i>(Provide brief description):</i>			
	<u>positive change</u>			
Organization (if applicable):	_____	Would you like to be contacted for follow up?		
		<input type="checkbox"/> Yes	<input type="checkbox"/> No	




CITY OF LA PINE

STAFF REPORT

Meeting Date: July 12, 2023

TO: City Council

FROM: Geoff Wullschlager, City Manager 

SUBJECT: State Funding – Incubator Project (Industrial Park)

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

Councilmembers:

During the 2023 legislative session, Mrs. Patricia Lucas, our contract Economic Development Coordinator proposed a Capital Funding Request to the Legislative Fiscal Office (see attached), of the State of Oregon. These requests are considered and awarded in part on their merit, and in part on the efforts of the legislators representing the district(s) of the requesting agencies.

As the City was awarded a \$1.5M funding package for the development of a business spec./ incubator building in the La Pine Industrial Park in large part on the efforts of Representative E. Werner Reschke, City Administration is proposing a formal draft letter of appreciation to Rep. Reschke for Council consideration.

Action:

Please review the attached draft letter and if there are no edits or other matters of consideration, please sign on behalf of the Council and City.

La Pine Incubator/Spec Building Project

Project Description

The City of La Pine would like to construct a spec building project to assist small businesses with the resources and counseling needed for success. The project will target businesses that may lack the management, technical and financial skills necessary to run a small business. The US Small Business Administration cites that the success rate for small businesses is 50% after five years. Research has shown that the success rate increases to 70-85% if starting in a small business incubator.

The community proposes to construct a multi-tenant building of approximately 9,000 square feet in the La Pine Industrial Park with at least three leasable tenant spaces. As part of the project, the building's parking areas, driveways, landscaping, and all other site amenities will be completed. The city will manage and maintain the building.

The cost will be approximately \$1.5 million. If state funds are approved, the city will undertake the bidding process with design professional and general contractors selected through a request for proposal (qualifications) process for the project. If approved, it is estimated that the project will be completed within 12 months.

Services Provided

It is proposed that the following services will be provided to tenants, as follows:

- Technical Assistance for starting a business – organization, hiring, etc.
- Individualized business counseling in collaboration with the Central Oregon Community College Small Business Development Center
- Business Plan Assistance
- Guidance with financing for start-up and growth
- Mentoring assistance from the Economic Development for Central Oregon Venture Catalyst on concept, critical expertise, and strategy
- Marketing Assistance
- Export Assistance
- Government Procurement
- Workforce Development Assistance
- Increased networking opportunities
- Access to potential investors and partners

Criteria for Entry

- Potential Job Creation
- Product Promise
- Management Potential
- Beginning Financial Resources

Lease Rate Charged

- The goal is to offer at market rate lease rates so the building will not compete with buildings owned privately.

- An initial lease shall be for six months and then a tenant is housed on a month-to-month basis until graduation.

Marketing

- Brochure
- Sunriver La Pine Economic Development Program Executive Director
- Economic Development for Central Oregon
- Business Oregon
- Confer with city on new business license filings.
- Media coverage

Patricia Lucas, the Executive Director of the Sunriver La Pine Economic Development (SLED) Program has over 30 years of experience in developing and managing a small business incubator. In collaboration with other resource partners, the SLED Executive Director will be providing assistance to approved tenants for the building.

The project will enhance the local economy as a result of the new jobs created and capital investment made by the companies locating in the facility. The goal is that businesses will grow and succeed necessitating a larger space in the community to create even more economic impact.



July 12, 2023

Rep. E. Werner Reschke
900 Court St. NE
H-383
Salem, OR 97301

Re: Capital Funding Request

Dear Representative, Reschke:

We, the Common Council for the City of La Pine, would like to express our sincere appreciation for your efforts made on our collective behalf and that of the citizens of La Pine in securing our capital funding request during the 2023 session.

As you know, the City of La Pine serves as a regional hub of commerce and business activity for South Deschutes, North Klamath, and West Lake Counties, respectively. With this designation, it is incumbent on the City to foster an environment that promotes innovation, particularly for emerging small businesses and entrepreneurs who endeavor to improve regional economic opportunity.

Through this funding, the City will be able to increase these efforts through facilitating the shared goal of fiscal stability for our region, and the improvement of quality of life for its citizenry.

We are most grateful for your considerable contributions in reaching these objectives and look forward to the continuance of our combined relationship in service to the community.

Daniel Richer, Mayor

Cathi Van Damme, Council President

Mike Shields, Councilor

Courtney Ignazzitto, Councilor

Karen Morse, Councilor



CITY OF LA PINE

STAFF REPORT

Meeting Date: July 12, 2023

TO: City Council

FROM: Geoff Wullschlager, City Manager 

SUBJECT: CHRO (Coordinated Houseless Response Office)

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

Councilmembers:

Under House Bill 4123, the combined local governments of Deschutes County were awarded pilot funding for the development of strategies and actions to combat houselessness in Deschutes County. To accomplish these goals, the Coordinated Houseless Response Office (CHRO) was created, made up of a board of representatives from each city and the county, and executive staff as appointed by the Board.

As of the last 60 days, the executive director of CHRO has resigned and the Board is now pursuing options for designating certain executive management functions of the Office. One such opportunity is to align the office with the Central Oregon Intergovernmental Council (COIC), our area Council of Government that commonly undertakes regional steering leadership roles in multi-jurisdictional efforts.

The City has been asked to put this consideration before the Council discussion for potential approval.

Action:


This designation will not require any additional financial, administrative, or legislative contribution from the City of La Pine. Given the vacancy of the executive director role and required management of the project, and based upon the City's experience with and acknowledgement of COIC's expertise in directing regional projects, it is advised that the Council take the following steps:

1. Enter a motion for approval of "Designation and Assignment of Certain Work to COIC" from the City of La Pine Council.
2. Please follow this motion with a second and a roll call vote.



CITY OF LA PINE

STAFF REPORT

Meeting Date: July 12, 2023
TO: City Council
FROM: Geoff Wullschlager, City Manager 
SUBJECT: BOCC request for Council review of County correspondence

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

Councilmembers:

The Board of County Commissioners has asked that the Council review the County’s efforts to gain flexibility in allowing managed homeless camps on rural lands outside Urban Growth Boundaries (UGBs). It is of note that for the City of La Pine, our Urban Growth Boundary is consistent with our current City limits.

The first attached letter is to the Governor asking to allow managed camps within one mile of an UGB and/or Urban Reserve (City limits), excluding high value farmland, productive forests, and all State Land Use Goal 5 protected resources. The second letter is the Governor’s response. In her response, the Governor poses several questions. The Board of County Commissioners asked County staff to draft a response to these questions and gather input from the Coordinated Homeless Response Office (CHRO) Board – which will be forthcoming.

Action:

There is no action to take at this time.



March 1, 2023

Governor Tina Kotek
Office of the Governor
900 Court Street, Suite 254
Salem, OR 97301-4047

Sent via Oregon Emergency Management (OEM)

Dear Governor Kotek -

Like most of Oregon, Deschutes County and Central Oregon struggle with the growing homeless population. As you know, Central Oregon is one of eight continuum of care regions within the State.

While we share the Governor's desire to reduce unsheltered homelessness, we recognize that doing so will take time and in the meantime, managed camping options must be explored.

Executive Order No. 23-02 authorizes local governments to submit requests for state resources directly to OEM. Accordingly, Deschutes County, through its governing body, requests flexibility from the State land use system to allow for managed camps in counties. While HB 2006 has provided much needed flexibility in siting emergency shelters in cities and rural residential areas, current state statutes and administrative rules prohibit the siting of managed homeless camps on rural lands outside UGBs. The type of flexibility we are seeking would include allowing managed camps within one-mile of an UGB and/or Urban Reserve, excluding high value farmland, productive forests, and all State Land Use Goal 5 protected resources. Stop gap measures of this nature are necessary and can serve as a stepping stone to sheltered housing options.

County staff, including Deputy County Administrator Erik Kropp, Director of Houseless Strategy & Solutions Cheyenne Purrington, Community Development Director Peter Gutowsky, and County Counsel Dave Doyle are available to further articulate our concerns and request.

Thank you for your consideration. We look forward to hearing from you soon.

The Deschutes County Board of Commissioners

Anthony DeBone
Chair

Patti Adair
Vice Chair

Phil Chang
Commissioner



TINA KOTEK
GOVERNOR

June 27, 2023

Deschutes County Board of Commissioners
1300 NW Wall Street
Bend, OR 97703

RE: Juniper Ridge Request

Dear Chair DeBone, Vice Chair Adair, and Commissioner Chang,

Thank you for your letter regarding people experiencing homelessness who are camping and engaging in survival activities on the Juniper Ridge property in your county. I share your concern about the health and safety of people experiencing unsheltered homelessness and want to assure you that I am committed to addressing homelessness in every corner of our state.

On my first full day in office, I declared a homelessness state of emergency (EO 23-02), which includes Central Oregon. A critical element of a successful outcomes-driven emergency response is the establishment of Multi-Agency Coordinating Groups (MACs) at the local level. MACs operationalize the emergency response by coordinating key emergency response partners and collectively developing and executing a plan to address the emergency. In Central Oregon, the Central Oregon Intergovernmental Council (COIC) is the lead of your MAC, and I appreciate Deschutes County Emergency Management being a contributing member.

MAC groups are so important because to address homelessness as a state, we must have locally driven plans that are developed and executed in a coordinated fashion. Central Oregon's MAC developed a strong plan in response to outcome targets provided by the state via the implementation of EO 23-02.

Understanding the need for additional state funds to support local plans, I advocated for an Emergency Homeless Response Package which I signed into law on March 29, 2023. This \$155 million package will support local coordinating groups to create 700 new shelter beds, rehouse 1,650 households experiencing homelessness, and prevent homelessness for 8,750 households statewide. Less than one month after signing the Emergency Homeless Response Package into law, I made funding available to emergency areas, including Central Oregon. Central Oregon was awarded \$13.9 million to rehouse 161 households and create 111 shelter beds. This award from the state is more than fourteen times the federal funding award provided to Central Oregon's Continuum of Care (CoC) to address homelessness in FY2022.

254 STATE CAPITOL, SALEM OR 97301-4047 (503) 378-3111 FAX (503) 378-8970

WWW.GOVERNOR.OREGON.GOV

I share these details to highlight that the State is acting urgently to support local communities across the state to address the homelessness crisis. However, the State is no longer engaging in business as usual regarding homelessness responses because business as usual has not been sufficient. As a partner, I expect local communities to have specific, outcomes-driven, and transparent plans to address homelessness.

With all this in mind, I would like to address your request for me to direct the Department of Land Conversation and Development (DCLD) to implement a temporary rule to allow Deschutes County to site an emergency shelter outside of your urban growth boundary (UGB). I need some additional information before I can respond to your specific request:

1. Alignment with Multi-Agency Coordinating Group: How is this request part of or in alignment with the work of your MAC, which is currently working to expand local shelter capacity and rehouse people experiencing homelessness as resourced by the State? Did the County ask the MAC whether rehousing resources could be prioritized for people in unsanctioned encampments with health and safety concerns? If so, what other strategies were prioritized instead and why?
2. Existing Shelter Capacity: Deschutes County provided one-time funding to the City of Bend to operate existing shelters in the past. Has the County ensured that all existing shelter capacity in Deschutes County is maintained with necessary on-going operations funding?
3. Options Within the UGB: Has the County exhausted all other options within the UGB to site a shelter? What did this process include, and what were the specific reasons that the County could not use potential viable sites, including the Murphy Road site? The Central Oregon MAC identified strategies to create 111 new shelter beds within the UGB in a plan approved by the State earlier this year. Did the County ask the MAC what strategies they would recommend in order to provide shelter or housing for the people living at Juniper Ridge before the County decided to pursue an alternative shelter site outside of the UGB?
4. Plan for Operating an Alternative Shelter Site: What is the County's plan to develop and operate an alternative shelter site outside of the UGB? Please address:
 - a. Location and needed site improvements;
 - b. Who will operate the site;
 - c. What services will be provided and do planned services align with best practices to result in housing placements;
 - d. How many people will be allowed and does the planned size align with best practices;
 - e. Total costs (capital and on-going operations); and
 - f. The plan to cover total costs that does not result in the loss of any existing shelter capacity.

Deschutes County Board of Commissioners

June 27, 2023

Page 3

Addressing the crisis of homelessness is complex and requires strong partnership. I look forward to working with you, your MAC group, and your entire community to achieve our shared goals of reducing unsheltered homelessness and improving the health and safety of our communities. You are encouraged to contact my Housing and Homelessness Initiative Director Taylor Smiley Wolfe should you have any questions: Taylor.SmileyWolfe@oregon.gov.

Thank you for your time and attention.

Sincerely,



Governor Tina Kotek

cc: Senator Lynn Findley
Senator Tim Knopp
Senator Dennis Linthicum
Representative Vikki Breese Iverson
Representative Jason Kropf
Representative E. Werner Reschke
Representative Emerson Levy
Oregon Department of Land Conservation and Development