



CITY OF LA PINE, OREGON

REGULAR CITY COUNCIL MEETING

Wednesday, May 13, 2026, immediately following the Budget Committee Meeting
La Pine City Hall: 16345 Sixth Street, La Pine, Oregon 97739

Available online via Zoom: <https://us02web.zoom.us/j/88363191165>

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 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. If any party would like to initiate an action through process or application, city administrative staff are available during the regularly scheduled business hours of City Hall to provide assistance.

AGENDA

CALL TO ORDER

ESTABLISH A QUORUM

PLEDGE OF ALLEGIANCE

ADDED AGENDA ITEMS

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

PUBLIC COMMENTS

Public Comments provide an opportunity for members of the community to submit input on ongoing matters within the city.

Public Comments are limited to three (3) minutes per person; when asked to the podium, please state your name and address. This helps the City Council and staff determine if you are a city resident. 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. Any matter that warrants testimony and rebuttal may be debated only during a Public Hearing on the matter.

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 a 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. 04.08.2026 Regular City Council Meeting Minutes 3.
 - a. Public Comment Form – M. Faughly..... 8.
- 2. 04.21.2026 Special City Council Meeting Minutes 9.

OLD BUSINESS:

None.

NEW BUSINESS:

- 1. Budget Resolutions
 - a. Staff Report 12.
 - b. Resolution 2026-02 – A Resolution Declaring the Municipal Services Provided..... 14.
 - c. Resolution 2026-03 – A Resolution Electing to Receive State Shared Revenues 15.
 - d. Resolution 2026-04 – A Resolution Adopting the City’s Master Fee Schedule 16.
- 2. Bend La Pine School District – Safe Routes to School Letter of Support
 - a. Staff Report 23.
 - b. Letter of Support..... 24.

OTHER MATTERS

PUBLIC COMMENTS

Public Comments provide an opportunity for members of the community to submit input on ongoing matters within the city.

Public Comments are limited to three (3) minutes per person; when asked to the podium, please state your name and address. This helps the Planning Commission and staff determine if you are a city resident. 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. Any matter that warrants testimony and rebuttal may be debated only during a Public Hearing on the matter.

STAFF COMMENTS

MAYOR & COUNCIL COMMENTS

EXECUTIVE SESSION: per ORS 192.660 if necessary

ADJOURNMENT



CITY OF LA PINE, OREGON
REGULAR CITY COUNCIL MEETING

Wednesday, April 8, 2026, 5:30 p.m.
La Pine City Hall: 16345 Sixth Street, La Pine, Oregon 97739

MINUTES

CALL TO ORDER

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

ESTABLISH A QUORUM

Council

Mayor Earls

Council President VanDamme

Councilor Shields

Councilor Morse

Councilor Curtis

Staff

Geoff Wullschlager – City Manager

Steven Emerson – Utility Billing Clerk

PLEDGE OF ALLEGIANCE

Mayor Earls led the Pledge of Allegiance.

ADDED AGENDA ITEMS

City Manager Wullschlager added to the agenda an intermediate procurement for Public Works.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

1. 03.25.2026 City Council Meeting Minutes
 - a. Public Comment Form – M. Baker
 - b. Public Comment Form – J. Heylin
 - c. Public Comment Form – P. Henninger
 - d. Public Record Submission – P. Henninger
2. Financial Reports
 - a. Financial Summary – December 2025

- b. Interest Report – December 2025
 - c. Financial Summary – January 2026
 - d. Interest Report – January 2026
 - e. Financial Summary – February 2026
 - f. Interest Report – February 2026
3. Financial Reports from the Chamber of Commerce
- a. Letter to the City
 - b. Profit and Loss Report – 3rd Quarter**

Council President VanDamme made a motion to approve the consent agenda. *Councilor Shields seconded the motion.*

Council President VanDamme – Aye

Councilor Shields – Aye

Councilor Morse – Aye

Councilor Curtis– Aye

Motion passed unanimously.

OLD BUSINESS:

None.

NEW BUSINESS:

- 1. Proclamation 2026-01 International Dark Sky Week

City Manager Wullschlager explained that the City had been asked to formally recognize April 13–20, 2026, as Dark Sky Week. He clarified that adoption of the proclamation would serve as a formal recognition only, and would not impose any regulatory requirements on residents.

Councilor Morse made a motion to approve Proclamation 2026-01 to declare April 13th-20th, 2026 as Dark Sky Week. *Councilor Curtis seconded the motion.*

Council President VanDamme – Nay

Councilor Shields – Aye

Councilor Morse – Aye

Councilor Curtis – Aye

Three Aye, One Nay. Motion passed with majority vote.

OTHER MATTERS

Other matters were discussed prior to new business.

City Manager Wullschlager explained the intermediate procurement process for Public Works purchases. He noted that the City purchased a road grader last year to assist with maintenance of the City’s unpaved roads. He further explained that additional equipment is needed to properly maintain these roads, some of which is currently being rented.

He identified a water truck as a necessary piece of equipment, noting that in addition to road maintenance, it would have multiple uses for Public Works operations.

City Manager Wullschlager reviewed the applicable Oregon Revised Statutes (ORS) related to intermediate procurement, explaining that for purchases under \$250,000, the City is required to make a reasonable effort to obtain at least three bids to ensure the best value. He stated that staff has made such efforts in this case.

He requested preliminary approval to authorize him to place a deposit on a water truck in order to secure the purchase, with the understanding that a formal agreement for the full purchase will be brought before the City Council for approval at the next meeting.

Council President VanDamme made a motion to permit city administration to make efforts to secure intermediate procurement for and through its public works department for the purchase of identified necessary equipment not to exceed \$70,000.00 subsequent to ORS 279.070. *Councilor Morse seconded the motion.* Mayor Earls asked for a roll call vote:

Councilor Morse – Aye

Council President VanDamme – Aye

Councilor Shields – Aye

Councilor Curtis– Aye

Motion passed unanimously.

PUBLIC COMMENTS

Mik Lee Faughly Jr., a resident of William Foss Road, addressed the Council regarding concerns with the neighboring business, Autotrendz. He stated that dust from the business operations is being blown into his home.

Mr. Faughly reported that he has contacted the Deschutes County Sheriff's Office and was informed that no laws are currently being violated. He also stated that after consulting with a private attorney, he was unable to pursue legal action.

He expressed concern that the dust may contain various chemicals and indicated that exposure has resulted in health issues, including nosebleeds and the need to use inhalers. Mr. Faughly brought this matter forward to the Council for awareness and consideration.

STAFF COMMENTS

Utility Billing Clerk Emerson did not have any comments.

City Manager Wullschlager provided an update on the Urban Renewal Agency archway project. He explained that with the proposed new location of the archway, there are discrepancies regarding property ownership, as the transit center and a portion of the archway site are located on property owned by ODOT. He also noted that an electrical switch box previously believed to be a transformer is not suitable for providing power to the archway for illumination.

Due to the need for a reliable power source, the Agency may need to fund the installation of a new transformer. The City's contract engineer is currently investigating whether any easements exist for

the transformer located on the south side of 4th Street that would allow the archway to connect to it. If no such easement exists, the Agency will need to request easements from adjacent property owners to establish a connection. Additionally, City Manager Wullschlager stated that he is working to develop a Request for Proposals (RFP) for the project design. He noted that resolving the electrical component is the final outstanding issue before the project can proceed.

City Manager Wullschlager also reported that recruitment for the new Community Development Director position is closing soon, after which administration will begin reviewing qualified applicants. He added that current Community Development Director Bybee will assist in the hiring process and help transition ongoing projects once a new director is selected.

Regarding the DANCO project, he stated that construction is substantially complete. He has submitted materials to the County Assessor for the requested exemption from the developer, and aside from finalizing the Certificate of Occupancy through Community Development and the installation of a crosswalk, the project is nearing completion.

Lastly, City Manager Wullschlager addressed concerns raised by citizens regarding speed limits on Huntington Road. He explained that while the City has jurisdiction, Deschutes County owns the roadway. He referenced a prior speed study, which included a recommendation from ODOT not to reduce the speed limit. While the City may request a speed zone review, ODOT has the authority to make final determinations regarding speed limits. He also shared information from the Deschutes County Sheriff’s Office regarding traffic stop activity and trends within the City.

Mayor Earls clarified for a citizen that the City cannot independently change speed limits on roads it does not own. Mr. Wullschlager also noted that while the discussion focused on Huntington Road—due to the presence of a school zone, businesses, and new residential development—law enforcement efforts are not limited to that area, and the City remains aware of concerns in other parts of the community.

City Manager Wullschlager added that law enforcement presence has additionally increased in other areas of the City under neighborhood patrols.

MAYOR & COUNCIL COMMENTS

Councilor Morse thanked everyone for attending the meeting.

Council President VanDamme did not have any comments.

Councilor Shields did not have any comments.

Councilor Curtis did not have any comments.

Mayor Earls thanked everyone for attending the meeting.

EXECUTIVE SESSION:

None.

ADJOURNMENT

Mayor Earls adjourned the meeting at 6:00 p.m.

SIGNATURE PAGE TO FOLLOW

Date:

Jeannine Earls, Mayor

ATTEST:

Date:

Amanda Metcalf, City Recorder

2nd-



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: Michael Lee Farlyh Phone Number: 541-497-3973
 Address: 16511 William Foss Rd Lapine OR 97739
 Email: _____ Resident Non Resident Other
 Agenda Item Topic #: Air Pollution in support of _____ in opposition to _____ as an interested party
 Non-Agenda Item Topic (Provide brief description): floor -
auto trends - shop debris - air hose.
bloody noses - pollution dumping buckets
 Organization (if applicable): Paint - Would you like to be contacted for follow up?
 Yes No

luck Joe -



CITY OF LA PINE, OREGON
SPECIAL CITY COUNCIL MEETING

Tuesday, April 21, 2026, 5:30 p.m.

<https://us02web.zoom.us/j/89519077174>

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

MINUTES

CALL TO ORDER

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

ESTABLISH A QUORUM

Council

Mayor Earls

Council President VanDamme

Councilor Shields

Councilor Morse

Councilor Curtis

Staff

Geoff Wullschlager – City Manager

Amanda Metcalf – City Recorder

PLEDGE OF ALLEGIANCE

City Manager Wullschlager led the Pledge of Allegiance.

ADDED AGENDA ITEMS

There were no added agenda items.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

None.

OLD BUSINESS:

None.

NEW BUSINESS:

1. Republic Services

City Manager Wullschlager presented the associated staff report and Resolution 2026-01. He explained that Republic Services would present its proposal for a 2.5% rate increase for waste management services. He reviewed Exhibits A through E, including Republic's transmittal memorandum, a summary of operations and services, the 2025 year-end report and 2026 pro forma, Republic's operational financial statement, additional financial statements produced by City administration, and a chart prepared by City administration depicting performance over the measurement period. In conclusion, he stated that the proposed 2.5% rate increase was proportionate to CPI figures for the western region for the ensuing 2026/2027 fiscal year, and City administration recommended approval of the proposed rate increase.

John Heylin, Municipal Sales Manager, Erica Haitsma, General Manager, and Dan Strandy, Finance Manager, from Republic Services were present to discuss the proposed rate increase. Ms. Haitsma explained the 2025 financial results to the Council, discussed regional waste management costs, and stated that Mr. Strandy would review the 2026 projections.

Mr. Strandy reviewed the 2026 projections, including disposal costs and anticipated fuel price increases. He explained that the projections were based on 2024–2025 data and discussed inflationary factors, noting that fuel prices were expected to return to prior-year levels. He stated that the 2.5% rate increase was proportionate to increases in disposal costs, and that Republic Services would absorb other expenses while passing disposal fee increases on to customers.

City Manager Wullschlager discussed discrepancies within the projection tables and noted that the difference between the 2026 and 2027 projections reflected a smaller margin than anticipated for Republic Services. After reviewing the spreadsheets, he stated that the 2.5% rate increase was a justifiable request.

Councilor Morse made a motion to approve Resolution 2026-01, a Resolution Adjusting and Fixing Solid Waste Rates to be charged by franchise in the City of La Pine. *Council President VanDamme seconded the motion.* Mayor Earls asked for a roll call vote:

Councilor Morse – Aye

Council President VanDamme – Aye

Councilor Curtis – Aye

Councilor Shields abstained due to his daughter being an employee of Republic Services.

Motion passed unanimously.

OTHER MATTERS

There were no other matters.

PUBLIC COMMENTS

There were no public comments.

STAFF COMMENTS

City Recorder Metcalf did not have any comments.

City Manager Wullschlager mentioned that Mayor Earls, Councilor Curtis, and he would be attending the Spring League of Oregon Cities conference in Pendleton, Oregon.

MAYOR & COUNCIL COMMENTS

Councilor Morse did not have any comments.

Council President VanDamme thanked everyone who attended the meeting and thanked Republic Services for presenting to the Council.

Councilor Shields did not have any comments.

Councilor Curtis did not have any comments.

Mayor Earls stated that she would not be available during the week of the 27th as she will be out of town.

EXECUTIVE SESSION: per ORS 192.660 if necessary

ADJOURNMENT

Mayor Earls adjourned the meeting at 5:57 p.m.

_____ Date:
Jeannine Earls, Mayor

ATTEST:

_____ Date:
Amanda Metcalf, City Recorder



CITY OF LA PINE

STAFF REPORT

Meeting Date: May 13, 2026
TO: City Council
FROM: Ashley Ivans, Finance Director *Ashley Ivans*
SUBJECT: Budget Resolution Packet

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

Councilmembers:

As a part of the City’s Annual Budget process there are several Resolutions that need to be passed. Many of these are formalities that you are all familiar with. Below I have outlined each resolution and what it is for. Each Resolution will need to be passed with a motion, all of which have been recommended at the end of this staff report.

Res. 2026-02 – A Resolution Declaring Municipal Services Provided: This resolution simply declares that the City provides the services required to receive state shared revenues each year. Of the 7 items listed the City must provide 4 of them. Currently, the 4 that the City provides are:

1. Street construction, maintenance, and lighting
2. Sanitary sewer
3. Planning, zoning, and subdivision control
4. One or more utility services

Res. 2026-03 – A Resolution Declaring the City’s Election to Receive State Shared Revenues: This resolution must be passed in order for the state to send the City it’s portion of Gas, Liquor, Cigarette and Marijuana Tax. It also authorizes the City to receive it’s quarterly apportionment which is based on population.

Res. 2026-04 – A Resolution Adopting the City’s Master Fee Schedule, effective July 1, 2026: This resolution is adopting the City’s rates for FY2026-27. Below is a list of the rates changed by department:

Administration:

- Returned (NSF) Check Fee – changed to \$35 from \$25. The bank currently charges the city \$30 per returned check. This increase was simply to stay aligned with the charge
- Event Permit Fees increased and adjusted to a sliding scale based on turnover time until event

Sewer:

- All rates increased by 18%
- Septage increased from .08 per gallon to .11 per gallon for all septage. Formerly, the city charged one rate based on out of town septage (.13 per gallon) and one rate for in town septage (.08). This new rate is to meet in the middle for all septage.

Water:

- Inactive Services Fees (Irrigation Meters) – new category added for an irrigation meter seasonal shutoffs (\$100) instead of using the existing sliding scale.

Motion Recommendation: I move that we approve Resolution 2026-02, A Resolution Declaring Municipal Services Provided.

Motion Recommendation 2: I move that we approve Resolution 2026-03, A Resolution Declaring the City's Election to Receive State Shared Revenues.

Motion Recommendation 3: I move that we approve Resolution 2026-04, A Resolution adopting the City's Master Fee Schedule, effective July 1, 2024.

CITY OF LA PINE

RESOLUTION NO. 2026-02

A RESOLUTION DECLARING THE MUNICIPAL SERVICES PROVIDED BY THE CITY OF LA PINE IN ORDER TO RECEIVE STATE SHARED REVENUES.

WHEREAS, ORS 221.760(1) provides, in pertinent part, that the officer responsible for disbursing funds to cities under ORS 323, 455, 366, 785 to 366.820 and 271.805 will, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following municipal services:

1. Police Protection
2. Fire Protection
3. Street construction, maintenance, and lighting
4. Sanitary sewer
5. Storm sewers
6. Planning, zoning and subdivision control
7. One or more utility services, and

WHEREAS, the La Pine City Council (the "City Council") recognizes the desirability of assisting the State Officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760(1).

NOW, THEREFORE, BE IT RESOLVED, by and through the City Council meeting in regular session, that the City of La Pine hereby certifies that it provides four or more of the above referenced municipal services enumerated under ORS 221.760(1).

APPROVED and ADOPTED by the La Pine City Council on May 13, 2026.

Jeannine Earls, Mayor

ATTEST:

Amanda Metcalf, City Recorder

CITY OF LA PINE

RESOLUTION NO. 2026-03

A RESOLUTION DECLARING CITY’S ELECTION TO RECEIVE STATE REVENUES

The City of La Pine resolves as follows:

Section 1. Pursuant to ORS 221.770, the city hereby elects to receive state revenues for fiscal year 2025-2026.

APPROVED and ADOPTED by the La Pine City Council on May 13, 2026.

Jeannine Earls, Mayor

Attest:

Amanda Metcalf, City Recorder

I certify that a public hearing was held before the Budget Committee and Council on May 13, 2026, providing citizens an opportunity to comment on use of State Revenue Sharing.

Amanda Metcalf, City Recorder

CITY OF LA PINE

RESOLUTION NO. 2026-04

A RESOLUTION OF THE CITY OF LA PINE ADOPTING A MASTER FEE SCHEDULE AND ESTABLISHING AND/OR ADJUSTING CERTAIN CITY FEES, RATES, AND CHARGES.

WHEREAS, the City of La Pine (“City”) has previously established and adjusted its fees, rates, and charges by separate resolutions of the La Pine City Council (the “Council”) for the different types of services and/or materials provided by City; and

WHEREAS, City staff has identified the need to consolidate City’s fees, rates, and charges into a master fee schedule; and

WHEREAS, by adoption of this Resolution 2026-04 (this “Resolution”), the Council desires to (a) adopt a master fee schedule, and (b) establish and/or adjust the City fees, rates, and charges included in this Resolution; and

WHEREAS, the fees, rates, and charges established and/or adjusted by this Resolution are intended to recover those costs and expenses incurred by City for providing the respective services and/or materials.

NOW, THEREFORE, BE IT RESOLVED, by and through the Council meeting in regular session, the following:

1. Findings. The above-stated findings are hereby adopted.
2. Fee Schedule Adopted. The Council hereby establishes and adopts the master fee schedule attached hereto as Exhibit A (the “Master Fee Schedule”). The fees, rates, and charges contained in the Master Fee Schedule are hereby adopted and/or adjusted effective July 1, 2026. Effective July 1, 2026, the fees, rates, and charges provided in the Master Fee Schedule amend, replace, and supersede in all respects those fees, rates, and charges established by prior resolutions.
3. Adjustments. Except as expressly provided otherwise by City ordinance, the Council may, from time to time, establish and/or adjust its fees, rates, and charges by resolution. New fees established by City will be incorporated into the Master Fee Schedule.
4. Miscellaneous. This Resolution (and the provisions contained herein) amend, replace, and supersede any resolution (or portion thereof) in conflict with this Resolution. The fees, rates, and charges in this Resolution may, from time to time, be modified by resolution of the Council. The provisions of this Resolution are severable. If any section, subsection, sentence, clause and/or portion of this

Resolution is for any reason held invalid, unenforceable, and/or unconstitutional, such invalid, unenforceable, and/or unconstitutional section, subsection, sentence, clause, and/or constitutionally of the remaining portion of will (a) yield to constriction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity enforceability, and/or constitutionality of the remaining portion of this Resolution. The Council determines that the fees imposed by this Resolution are not taxes subject to the property tax limitation of Article XI, section 11 of the Constitution. This Resolution may be correct by order of the Council to cure editorial and/or clerical errors. This Resolution will be in full force and effect from and after its passage and adoption.

APPROVED and ADOPTED by the La Pine City Council on May 13, 2026.

Jeannine Earls, Mayor

ATTEST:

Amanda Metcalf, City Recorder

Exhibit A
Master Fee Schedule

(attached)

**City of La Pine
Master Fee Schedule**

Description	Fee	Unit or Comment
Administration		
Public Records Request		
Cost per Standard Copy	\$ 0.25	Per sheet
Cost per Certified Copies	\$ 5.00	Per copy
Copy of Sound Recording	\$ 10.00	Per copy
Copies of Maps and non-standard documents	Actual Cost	
Records on CD	\$ 10.00	
Records transmitted via Fax or Email (first page)	\$ 2.00	\$0.50 each additional page. Limit 25 pages
Records transmitted via Fax or Email (Concurrent pages)	\$ 2.00	\$0.25 Per page
Labor Costs	Actual Cost	plus 10% Administration fee
Delivery and Postage	Actual Cost	plus 10% Administration fee
Attorney Fees	Actual Cost	plus 10% Administration fee
Business Licensing		
Annual	\$ 45.00	July 1st to June 30th annually
Temporary	\$ 25.00	Less than 30 days
Change Fee	\$ 15.00	
Non-Profit	\$ -	
Liquor Licensing		
New Application	\$ 150.00	
Annual Renewal	\$ 25.00	
Temporary Liquor Permit	\$ 25.00	
Recreational Marijuana Permitting		
Initial Permit Application	\$ 200.00	
Permit Renewal Fee (Annual)	\$ 70.00	July 1st to June 30th annually
Application Change Fee	\$ 25.00	
Social Gaming License		
Annual	\$ 100.00	July 1st to June 30th annually
Miscellaneous Fees		
Recording Fee	\$ 100.00	plus actual recording costs
Event Plan Application Processing		
90 days or more in advance of event	\$ 200.00	
45-89 days in advance of event	\$ 300.00	
Less than 45 days in advance of event	\$ 500.00	
Returned Check Charge	\$ 35.00	
Copies	\$ 0.25	Per page
Transient Room Tax	7%	Of rent
Franchise Fees		Set by agreement
Mobile Food Vendor Permit Application	\$ 150.00	
Community Development		
Code Enforcement		
Nuisance Abatement Procedures	\$ 175.00	
Land Use Review Fees		
Attorney Fees	Actual Cost	plus 10% administration fee. This fee includes other permits, applications, agreements, easements, and attorney fees.
Accessory Dwelling	\$ 500.00	
Annexation	\$ 5,500.00	
Appeal of Administrative Decision to Planning Commission	\$ 250.00	
Appeal of Planning Commission Decision to City Council	\$ 3,500.00	plus 20% of the original application fee
Cell Tower	\$ 10,500.00	
Conditional Use	\$ 1,800.00	
Exceptions Request	\$ 2,000.00	
Extension Fee (First)	\$ 200.00	
Extension (Second)	\$ 400.00	
Fence (over 3 ft) permit on street frontages	\$ 500.00	
Final Plat Review/Condominium Plat Review	\$ 500.00	
Home Occupation	\$ 300.00	
Lot Line Adjustment	\$ 750.00	
LUBA Remand	\$ 5,000.00	

**City of La Pine
Master Fee Schedule**

Description	Fee	Unit or Comment
Partition	\$ 2,100.00	
Pre-Application/Design Review	\$ 110.00	Per hour (1st hour free)
Reconsideration of Decision	\$ 1,600.00	
Replat	\$ 1,600.00	
Site Suitability Check/LUCS	\$ 150.00	
Subdivision/Replat	\$ 4,500.00	Plus \$50 per lot
Temporary Use Permit for Seasonal Sales	\$ 75.00	Per year
Temporary Use Permit for Medical Hardships	\$ 250.00	
Text Amendment	\$ 2,000.00	
Vacation of Right-of-Way	\$ 1,500.00	
Variance	\$ 2,000.00	
Zone Change/Comp Plan Amendment	\$ 6,500.00	
Zoning Permit Application	\$ 500.00	
Zoning Permit Application - Residential	\$ 250.00	
Master Planned Development		
0-4.99 Acres	\$ 3,500.00	
5-10 Acres	\$ 4,500.00	
More than 10 Acres	\$ 6,500.00	
Maps		
Small (8 1/2 x 11)	\$ 5.00	
Medium (11 x 17)	\$ 15.00	
Large (24 x 36 or larger)	Actual Cost	plus 10% administration fee
Sign Permits		
Primary Signs	\$ 200.00	
Temporary Sign Permit	\$ 50.00	
Portable Sign	\$ 30.00	
Site Plan Review		
Less than 1,000 sq. feet	\$ 2,500.00	
1,001 - 5,000 sq. feet	\$ 3,000.00	
5,001- 10,000 sq. feet	\$ 4,000.00	
More than 10,000 sq. feet	\$ 4,500.00	
Miscellaneous Planning Fees		
Advanced Planning Fee	0.25%	Of building valuation, collected by County
Lot of Record Verification	\$ 1,300.00	
Modification of Approved Decision	\$ 1,000.00	
Research	Actual Cost	plus 10% administration fee
Printed - Comprehensive Plan Copy	\$ 50.00	
Printed - Development Code Copy	\$ 25.00	
Derelict Structure Fee	\$ 600.00	
Low-Income Rental Housing Tax Exemption (LIRHTE) Application	\$ 1,000.00	
Public Works		
Cemetery		
Cemetery Plot	\$ 450.00	
Headstone Deposit	\$ 300.00	
Sewer Utility Service		
Commercial Rates		
5/8" Base Rate	\$ 42.06	
3/4" Base Rate	\$ 42.06	
1" Base Rate	\$ 72.62	
1 1/2" Base Rate	\$ 123.53	
2" Base Rate	\$ 184.62	
3" Base Rate	\$ 347.55	
4" Base Rate	\$ 530.84	
6" Base Rate	\$ 1,301.93	
Volume Charge	\$ 12.91	Per 1000 gallons of water usage
Residential Rates		
5/8" Base Rate	\$ 42.06	
3/4" Base Rate	\$ 42.06	
1" Base Rate	\$ 72.62	
1 1/2" Base Rate	\$ 123.53	
2" Base Rate	\$ 184.62	

**City of La Pine
Master Fee Schedule**

Description	Fee	Unit or Comment
3" Base Rate	\$ 347.55	
4" Base Rate	\$ 530.84	
6" Base Rate	\$ 1,301.93	
Volume Charge	\$ 6.97	Per 1000 gallons of winter usage average (November - February of prior year)
Outside Septage Dumping		
Within 97739 and 97737 Zip Codes	\$ 0.08	Per gallon
All other Zip Codes	\$ 0.13	Per gallon
System Development Charges		
5/8" Water Meter	\$ 6,663.00	Increases by MCE factor (contact City Hall)
Water Utility Service		
Commercial Rates		
5/8" Base Rate	\$ 35.51	
3/4" Base Rate	\$ 35.51	
1" Base Rate	\$ 88.79	
1 1/2" Base Rate	\$ 177.59	
2" Base Rate	\$ 284.13	
3" Base Rate	\$ 568.26	
4" Base Rate	\$ 887.91	
6" Base Rate	\$ 1,775.81	
Volume Charge	\$ 3.07	Per 1000 gallons of water usage
Residential Rates		
5/8" Base Rate	\$ 35.51	
3/4" Base Rate	\$ 35.51	
1" Base Rate	\$ 88.79	
1 1/2" Base Rate	\$ 177.59	
2" Base Rate	\$ 284.13	
3" Base Rate	\$ 568.26	
4" Base Rate	\$ 887.91	
6" Base Rate	\$ 1,775.81	
Volume Charge - Tier 1 (0-3600 gallons)	\$ 1.47	Per 1000 gallons of water usage
Volume Charge - Tier 2 (3601-7200 gallons)	\$ 2.21	Per 1000 gallons of water usage
Volume Charge - Tier 3 (>7200 gallons)	\$ 3.69	Per 1000 gallons of water usage
Hydrant Meter Services		
Hydrant Checkout Deposit	\$ 500.00	
Hydrant Water Fee	\$ 5.46	Per 1000 gallons of water usage
Meter Fees - Testing		
Testing - 3/4" meter or smaller	\$ 58.00	
Testing - 1" meter	\$ 69.00	
Testing - 1 1/2" meter	\$ 85.00	
Testing - 2" meter	\$ 113.00	
Testing - 3" meter	\$ 145.00	
Testing - larger than 3"	Cost + 15%	
Meter Fees - Installation or Changing		
Installation or Changing - 3/4" meter or smaller	\$ 330.00	
Installation or Changing - 1" meter	\$ 445.00	
Installation or Changing - 1 1/2" meter	\$ 1,050.00	
Installation or Changing - 2" meter	\$ 1,200.00	
Installation or Changing - 3" meter	\$ 4,100.00	
Installation or Changing - larger than 3"	Cost + 15%	
System Development Charges		
5/8" Water Meter	\$ 3,871.00	Increases by MCE factor (contact City Hall)
Miscellaneous Public Works Fees		
Disconnection Fee	\$ 75.00	
Reconnection Fee	\$ 25.00	
New Account Set up Fee	\$ 35.00	
Cut lock, lock replacement	\$ 500.00	
Meter Stop Replacement	\$ 200.00	
Cross Connection Fee	\$ 2.50	Added monthly to utility bill
Door Hanger Notice	\$ 25.00	
Deposits for new accounts	\$ 150.00	refundable after 12 consecutive months of perfect payment history

**City of La Pine
Master Fee Schedule**

Description	Fee	Unit or Comment
Fire Flow Testing Fee	\$ 125.00	
Sewer Tank Lid Replacement	Actual Cost	plus 10% administrative fee
Septic Tank Filter	\$ 100.00	
Labor by the hour	Actual Cost	plus 10% administrative fee
Equipment Rental	\$ 250.00	Per hour
Meter Tampering Fee	\$ 750.00	
Preconstruction Meeting	\$ 500.00	
Inspections on New Construction	1%	of cost of the public improvements on the project
Inactive Services Fees		
Irrigation Meters	\$ 100.00	
5/8" or 3/4" service	\$ 320.00	
1" service	\$ 675.00	
1 1/2" Service	\$ 1,450.00	
> 1 1/2" Service, increases by size	Actual Cost	of 5 months of Water & Sewer base fees, contact City Hall
Streets Fees		
Transportation SDC		
Transportation SDC	\$ 4,409.00	Per EDU, based on Transportation EDU Schedule



CITY OF LA PINE
STAFF REPORT

Meeting Date: May 13, 2026

TO: City Council

FROM: Brent Bybee, Community Development Director

SUBJECT: Bend La Pine School District – Safe Routes to School Letter of Support

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

Councilmembers:

The City of La Pine has been requested to provide a letter of support for Bend-La Pine Schools as part of their application to the Oregon Department of Transportation (ODOT) Safe Routes to School (SRTS) Planning Assistance Program. The proposed project area includes right-of-way within the City’s jurisdiction and focuses on improving safety and accessibility for students traveling to and from school.

The SRTS Planning Assistance Program will provide consultant services to assist the City and school district in identifying infrastructure needs near local schools, including two elementary schools, a middle school, and a high school. The planning effort will evaluate streets within a quarter mile of each school, as well as key corridors within two miles, to identify barriers and opportunities for safer walking and biking routes.

Through this program, ODOT’s consultants will lead data collection, public outreach, and planning efforts to develop a Safe Routes to School Plan. This plan will include recommendations for infrastructure improvements, policies, and programs that support student safety and active transportation. The process will involve coordination between the City, the school district, and the community to ensure that local needs and priorities are reflected in the final plan.

Participation in the program requires a commitment from the City to engage in the planning process. This includes attending scheduled coordination meetings, providing requested data in a timely manner, and reviewing draft materials. The City will designate a representative to participate in project meetings, assist with coordination, and support implementation of the planning effort.

The SRTS Planning Assistance Program is expected to be completed within the next school year. Participation in this program will position the City to better understand infrastructure needs around schools and to pursue future funding opportunities for safety improvements that benefit students and the broader community.

Recommended Motion:

“I move that we authorize the Mayor to sign the letter of support for the Bend-La Pine Schools Safe Routes to School Planning Assistance Program application.” Followed by a second and roll call vote.



City of La Pine - Letter of Support Safe Routes to School

May 13, 2026

This is a letter of commitment from the City of La Pine for the application submitted by Bend – La Pine Schools for ODOT’s Planning Assistance Program. The right-of-way that will be addressed by the proposed project is within our jurisdiction.

The ODOT Safe Routes to School (SRTS) Planning Program services will assist the City of La Pine, as a local road authority, to identify infrastructure needs near two elementary schools, a middle school, and a high school. Recommendations will focus on all streets within a quarter mile of the schools, as well as critical issues within two miles of the school.

The City of La Pine understands that consultant services will assist our community and the school community. ODOT’s consultants will coordinate and implement the Planning Assistance Program process in our community for each school and provide support in collecting necessary background data, conducting outreach for community participation, and developing a SRTS Plan for our community and four schools.

ODOT’s SRTS Construction Technical Assistance Provider will schedule and coordinate all conference calls, collect available background data, conduct planning and engineering assessments, and provide draft and final documents via email.

The City understands that in order to maximize the benefits of Planning Assistance Program participation, Planning Assistance Program recipients are expected to attend all scheduled calls, provide timely responses (within two weeks) to requests for data or other information, follow through on assigned tasks, and work to meet the scheduled timeline.

The City will select a representative from the City of La Pine to participate in this process. The City understands that ODOT expects this service to be completed before the end of next school year.

The City’s representative will:

- ✓ Attend conference calls.
- ✓ Confirm commitment to participate from the road authority and the affected school.
- ✓ Agree to participate in virtual Project Management Team meetings when invited.
- ✓ Agree to participate in field visit (if needed).
- ✓ Provide requested data and review draft documents.

Sincerely,

Jeannine Earls, Mayor
City of La Pine