



**CITY OF LA PINE, OREGON  
URBAN RENEWAL AGENCY  
REGULAR MEETING**

Tuesday, April 2, 2024 at 3:00 PM

Virtual Meeting on Zoom: <https://us02web.zoom.us/j/81757658409>

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**

**REGULAR MEETING**

**CALL TO ORDER**

**ESTABLISH 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 Urban Renewal Agency.*

**CONSENT AGENDA**

*Information concerning the matters listed within the Consent Agenda has been distributed to each member of the Urban Renewal Agency Board for reading and study, is considered to be routine, and will be enacted or approved by one motion of the Board 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 Board.*

- 1. 02.06.2024 Urban Renewal Agency Meeting Minutes.....3.
- 2. Urban Renewal Agency Financial Statement.....6.

**PUBLIC HEARINGS**

None

**OLD BUSINESS:**

- 1. RFP – Archway (Discussion Only)

**NEW BUSINESS:**

None

**OTHER MATTERS:**

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

**PUBLIC COMMENTS**

**STAFF COMMENTS**

**BOARD MEMBER COMMENTS**

**ADJOURN MEETING**

**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 Urban Renewal Agency 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  
URBAN RENEWAL AGENCY  
REGULAR MEETING**

**Tuesday, February 6, at 3:00 PM**

**Virtual Meeting on Zoom: <https://us02web.zoom.us/j/88679992223>**

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

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## **MINUTES**

### **REGULAR MEETING**

#### **CALL TO ORDER**

Vicki Russell called the meeting to order at 3:00 p.m.

#### **ESTABLISH QUORUM**

##### **Agency**

Vicki Russell

Ann Gawith

Andrea Hine

Councilor Ignazzitto

##### **Present via Zoom**

Scott Asla

##### **Staff**

Geoff Wullschlager – Agency President

Amanda Metcalf – City Recorder

Tina Kemp – Office Clerk

##### **Present via Zoom**

Patricia Lucus – SLED Executive Director

**PLEDGE OF ALLEGIANCE**

Vicki Russell led the Pledge of Allegiance.

**ADDED AGENDA ITEMS**

None.

**CONSENT AGENDA**

1. January 2, 2024, Regular Meeting Minutes
2. Urban Renewal Agency Financial Statement (July 2023-November 2023)

Ann Gawith made a motion to approve the consent agenda. *Councilor Ignazzitto seconded the motion.* The motion passed unanimously.

**PUBLIC HEARINGS**

None.

**OLD BUSINESS:**

1. RFP – Archway (Design)
  - a. Staff Report

Agency President Wullschlager gave an update on the current RFP for the Archway. He stated that he contacted a retired civil engineering consultant. The consultant was not available for this project; however, he was able to give suggestions and referrals. Staff contacted Mr. Vito Cerelli, a design architect of O'Brien & Company, a Design+Build firm. Mr. Cerelli was given project documents for consideration and consultation. Agency staff are awaiting assessment and disposition as to next steps.

Ms. Russell asked about an update for an open house from the last Store Front Improvement recipient. Ms. Lucas informed the Agency that she did not have an update today regarding the open house, but she will reach out to the Dermatology office and will discuss it with Geoff during their weekly meeting.

There was discussion about possible art projects throughout the City and setting up an artwork committee. Agency President Wullschlager clarified the objectives of the Urban Renewal Agency (URA). There was discussion about the need of another committee and if artwork can fall under the URA objectives. Agency members volunteered to bring research for different projects to the March meeting.

Mr. Asla gave an update on the installation of the URA signs at the parking center. A sign company will charge \$100.00 a sign to install including locates. The Agency will need to provide the poles and locations where the signs will be installed.

**NEW BUSINESS**

None.

**OTHER MATTERS**

None.

**PUBLIC COMMENTS**

None.

**STAFF COMMENTS**

None.

**BOARD MEMBER COMMENTS**

Ms. Gawith informed the Agency that she spoke with a new employee at the Parks and Recreation District. They stated that the City is taking the tax dollars away from Parks and Rec. Ms. Gawith suggested a public relations (PR) initiative to show the positive impact of the URA and how the tax dollars are used. Ms. Russell stated that she likes the idea of PR, but wanted to clarify that the public is welcome to attend meetings.

Agency President Wullschlager clarified the specific dollar amounts in relation to the amount of tax dollars that the URA receives and how much the City writes off for utilities for the Parks and Recreation District.

There was discussion on possible joint meetings with other governing bodies of the City. It was suggested that this discussion be tabled for a future meeting.

**ADJOURN MEETING**

Vicki Russell adjourned the meeting at 3:37 p.m.

**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 Urban Renewal Agency 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.

Date: \_\_\_\_\_

Vicki Russell, Chair

ATTEST:

Date: \_\_\_\_\_

Amanda Metcalf, City Recorder



## La Pine Urban Renewal Agency

### Financial Statements

GENERAL FUND	ACTUALS
<b>Income</b>	
PROPERTY TAXES	\$ 291,914.64
SHARED REVENUES & GRANTS	\$ -
CHARGES FOR SERVICES	\$ -
MOTEL TAXES (30%)	\$ -
FRANCHISE FEES	\$ -
MISCELLANEOUS & OTHER INCOME	\$ 188.32
TOTAL INCOME	<u>\$ 292,102.96</u>
<b>Expenses</b>	
PERSONNEL SERVICES	\$ -
MATERIALS & SERVICES	\$ 6,303.16
CAPITAL OUTLAY	\$ -
DEBT SERVICE	\$ -
TOTAL EXPENSES	<u>\$ 6,303.16</u>
<b>NET INCOME</b>	<u>\$ 285,799.80</u>

Balance Sheet - Urban Renewal	
December 2023	
<b>Assets</b>	
Cash	\$ 835,013.20
Property Tax Receivable	\$ 715.47
<b>Total Assets</b>	<u><b>\$ 835,728.67</b></u>
<b>Liabilities</b>	
Accounts Payable	\$ 1,693.16
Deferred Property Taxes	\$ 381.56
<b>Total Liabilities</b>	<u><b>\$ 2,074.72</b></u>
<b>Equity</b>	
Fund Balance - Unrestricted	\$ 547,854.15
Revenue Over Expenditures -YTD	\$ 285,799.80
<b>Total Equities</b>	<u><b>\$ 833,653.95</b></u>
<b>Total Liabilities &amp; Equity</b>	<u><b>\$ 835,728.67</b></u>
	<u>\$ -</u>