



# CITY OF LA PINE, OREGON

## REGULAR CITY COUNCIL MEETING

Wednesday, August 25, 2021 at 5:30 PM  
La Pine City Hall: 16345 Sixth Street, La Pine, Oregon 97739

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*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.*

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## AGENDA

### CALL TO ORDER

### ESTABLISH A QUORUM

### PLEDGE OF ALLEGIANCE

### PUBLIC COMMENTS

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

### ADDED AGENDA ITEMS

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

### CONSENT AGENDA

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

- [1.](#) 07.14.2021 Regular City Council Meeting Minutes

### OTHER MATTERS

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

- [2.](#) Council Committees
- [3.](#) City Manager Report
- [4.](#) KCNP - La Pine High School Sports Broadcast Sponsorship
- [5.](#) Proclamation 2021-01 Constitution Week

6. La Pine Parks and Recreation - Community Grant Application - Music In the Pines

**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**

**OPEN EXECUTIVE SESSION**

**EXECUTIVE SESSION**

*The public will not be permitted to attend the executive session; provided, however, representatives of the news media and designated staff will be allowed to attend the executive session. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the executive session as previously announced. No decision will be made in the executive session.*

- a. Open Executive Session Pursuant to ORS 192.660(2)(e)

**CALL TO ORDER**

**ESTABLISH A QUORUM**

**ITEMS FOR DISCUSSION**

**ADJOURN EXECUTIVE SESSION**

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

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

Wednesday, July 14<sup>th</sup>, 2021 at 5:30 PM  
La Pine City Hall: 16345 Sixth Street, La Pine, Oregon 97739

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**MINUTES**

**1. CALL TO ORDER**

Meeting was called to order at 5:30 p.m.

**2. ESTABLISH A QUORUM**

PRESENT

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

ABSENT

None

STAFF

City Manager Geoffrey Wullschlager  
City Recorder Jamie Kraft  
Asst City Planner Alexa Repko

**3. PLEDGE OF ALLEGIANCE:**

**4. Other Matters:**

**5. PUBLIC COMMENTS**

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

La Pine Resident Walter Getty spoke to the Council regarding an animal control complaint that he had previously brought to the council's attention. He expressed concerns about his neighbors barking dogs that keep him from enjoying any time outside. There are several dogs on the neighbor's premises that create excessive noise. He reported that he attempted to contact the dog owner and was unable to reach her. Miss Repko reported that she has drafted a letter to the homeowner that will be mailed to them addressing the concern.

**6. ADDED AGENDA ITEMS**

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

## 7. CONSENT AGENDA

*Information concerning the matters listed within the Consent Agenda has been distributed to each member of the City Council for reading and study, is 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. 06.23.21 Regular City Council Meeting Minutes
2. 07.01.21 Special City Council Meeting Minutes

Motion made by Councilor Ignazzitto, seconded by Councilor Scott to approve the Consent Agenda with minor corrections to the minutes dated 06.23.21.

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

Voting Nay: None

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

## 8. Resolution 2021-05 A Resolution Amending Resolution 2021-04 –

Mr. Wullschlager gave a brief overview of the resolution for Council consideration. Motion made by Councilor Van Damme and seconded by Councilor Ignazzitto to approve Resolution 2021-05 as presented.

Motion was carried by a unanimous voice vote.

## 9. Resolution 2021-06 A Resolution Adopting the Wickiup Refinement Plan for the City of La Pine's Transportation System –

Mr. Wullschlager gave a brief overview of the resolution for Council consideration. Motion made by Councilor Scott to approve and adopt Resolution 2021-06 as presented. Motion was seconded by Councilor Shields and carried by a unanimous voice vote.

## 10. 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

## 11. STAFF COMMENTS

**Public Works-** Mr. Obrist is on vacation, no comments from Public Works.

**Planning –** Ms. Repko gave an update on planning applications and activities.

**Administration –** Mr. Wullschlager gave an update on the currently active Darlene fire in La Pine. He also gave an update on the infrastructure project and the transit center, adding a staff accountant employee to current city staff, and land use issues. Mr. Wullschlager advised that he will be on

vacation the week of July 19 -23. He requested that the next City Council meeting scheduled for July 28<sup>th</sup> be canceled. There was consensus by the Council to cancel the meeting scheduled for July 28<sup>th</sup>. He advised the Council that Patricia Lucas will be joining the City as a contract employee in the Community Development Department.

## **12. MAYOR & COUNCIL COMMENTS**

**Councilor Scott** – Wanted to thank Public Works employees for helping with picking up trash and flag placement and removal. She also expressed sadness at the recent tragic loss of one of her volunteers in a recent automotive accident. Would like to discuss committee participation at the August City Council meeting.

**Councilor Van Damme** – Had a question regarding the Spec Building meeting and approval. Mr. Wullschlager gave an update to the Council. Ms. Van Damme suggested a co-op meeting with Deschutes County Commissioners after a recent discussion with Deschutes County Commissioner Tony De Bone.

**Councilor Ignazzitto** – Requested clarification regarding Mr. Gettys' noise complaint and what authority the City has, to enforce compliance.

**Councilor Shields** – Knapp weed taking over at Hinkle Way which is the PW booster station.

**Mayor Richer** – Mr. Richer would like the City to have an evacuation plan that is specific to the City of La Pine in the event of catastrophic emergency. This issue will be addressed by the City Manager.

## **13. ADJOURNMENT**

Meeting adjourned at 6:16pm.



### **Committee Appointments (Revisited) 2021-2022**

1. Central Oregon Area Commission on Transportation (COACT): Vacant
2. Central Oregon Intergovernmental Council (COIC): Vacant
3. Central Oregon Cities Organization (COCO): Vacant
4. Sunriver/La Pine Economic Development (SLED): Councilor Scott
5. League of Oregon Cities – Small Cities Network: Vacant
6. Deschutes River Basin Water Study Group: Vacant – **No future meetings scheduled**
7. Urban Renewal Agency: Vacant
8. Regional Solutions Center: Vacant

### **Committee Descriptions:**

1. Central Oregon Area Commission on Transportation (COACT):

COACT reviews the process for determining transportation infrastructure needs, capital investments, and project priorities in the Central Oregon region. Other COACT functions include advocating for Central Oregon transportation issues to neighboring regions, area legislators and other interested organizations, and advising the Oregon Transportation Commission on state and regional policies affecting Central Oregon's transportation system. COACT meets on the second Thursday of alternating months. The COACT Executive Committee meets on the first Thursday in months without a COACT meeting.

Currently meeting via zoom form 3:30 – 4:30 p.m.



2. Central Oregon Intergovernmental Council (COIC):

In 1972, COIC was designated a Council of Governments organized under ORS 190. We provide services to the counties of Crook, Deschutes and Jefferson and the cities of Bend, Culver, La Pine, Madras, Metolius, Prineville, Redmond and Sisters. Our offices are located throughout Central Oregon. COIC employs more than 100 people and services in the following areas: employment and training, alternative high school education, business loans, transportation, and community and economic development. The majority of the COIC Board is comprised of elected officials appointed by each of these member governments. Other “appointed” members of the Board are from private business, Post-Secondary Education, and Chambers of Commerce.

Currently meeting via zoom the first Thursday of each month at 5:30 – 7:30 p.m. (In person location- COIC offices Bend)

3. Central Oregon Cities Organization (COCO):

On May 28, 2002, the cities of Bend, Culver, Madras, and Redmond formally created the Central Oregon Cities Organization. COCO's purpose was to effectively and efficiently promote the common interests of the cities in Central Oregon, such as issues of water, transportation, economic development, school funding and tax reform.

Since its inception, COCO has grown to also include the cities of La Pine, Maupin, Metolius, Prineville, and Sisters.

Currently meeting via zoom on the third Monday of each month at 11:30 a.m. (In person location - Redmond City Hall)

4. Sunriver/La Pine Economic Development (SLED):

Partnership with EDCO and local business leaders to further Economic Development in the area. EDCO: Founded in 1981, EDCO is a non-profit corporation supported by private and public members and stakeholders. Our mission is to create a diversified local economy and a strong base of middle-class jobs in Central Oregon.

Currently meeting in person on the second Tuesday of each month at 12:00 p.m. (La Pine City Hall)

5. League of Oregon Cities – Small Cities Network:

The LOC Small Cities program is a forum for members to learn from and network with each other. Agendas include a topic selected by the particular region and a round table discussion about issues facing cities in attendance. The League does not solicit or accept ideas for topics other than from member cities or state agencies.



Currently meeting – intermittently (generally quarterly) during regular business hours. (Locations vary throughout Deschutes County – generally at a member City Hall)

6. Deschutes River Basin Water Study Group:

BSWG's purpose is to manage a Basin Study with the Bureau of Reclamation that builds upon past work to update groundwater and surface water models, develop a basin-specific climate analysis, update supply and demand projections, and identify specific actions that can be taken to resolve water issues in the basin. Study results will be used to build a long-term basin water management plan to guide sustainable water management actions in the future. The study brings together a diverse set of stakeholders to seek specific solutions for resolving water supply and demand imbalances for agriculture, municipal, and instream uses in the Upper Deschutes River Basin.

**No future meetings scheduled**

7. Urban Renewal Agency:

The City of La Pine has an Urban Renewal Agency. What's that you ask? Well, it's a group of citizens who are working to make the La Pine Urban Renewal area more cohesive in terms of access and appearance and investing in improvements. This agency is completely separate from your City Council with its own bylaws and meetings. They are currently working on grants for the La Pine Station (Transit Center) and the Storefront Improvement Program.

Currently meeting in person, the first Tuesday or each month at 3:00 p.m. (La Pine City Hall)

8. Regional Solutions Center:

Regional Solutions Centers are located throughout Oregon. Starting at the local level to identify priorities, each center works from the bottom up to solve problems and complete projects. These centers integrate state agency work and funding to ensure that projects are finished as quickly and cost-effectively as possible.

Intermittent meetings – attended by City Manager





## City Manager’s Report – August 25, 2021

### **Administration:**

City Administration has had a full month catching up on all areas of City Administration following budget and year end in June. City staff have seen no reduction in the request for services such as land use permitting, utility and construction inspections, utility account servicing, special event permitting, and general municipal service inquiries. We are on track for a number of new developments, and special projects throughout the end of summer and into fall. Below are summaries of the primary areas of work that City Management has been addressing over the last month.

### **Economic and Business Development:**

The City has executed its contract services agreement with Ms. Patricia Lucas, the former EDCO contract Economic Development Director, who will now be working directly with the SLED (Sun River La Pine Economic Development Board) and the City. She has also executed a contractor agreement with Mid-State Electric and will be working with their revolving loan fund program which in turn will extend her presence and advisory role within the community. We will be maintaining the estimated 16 hours a week work schedule with Ms. Lucas, and City Management continues to meet with her on a weekly basis.

We have also executed our amended MOU with EDCO which outlines the changes in our relationship with the agency. Most importantly, we have retained the right to use the EDCO name and logo in specific capacities, solidifying our unified goal for economic development across the region. The logo looks as follows:



As SLED is no longer affiliated directly affiliated with EDCO, the board has considered and approved a new logo for their stationary, correspondence, and marketing:



## **Long Range Planning:**

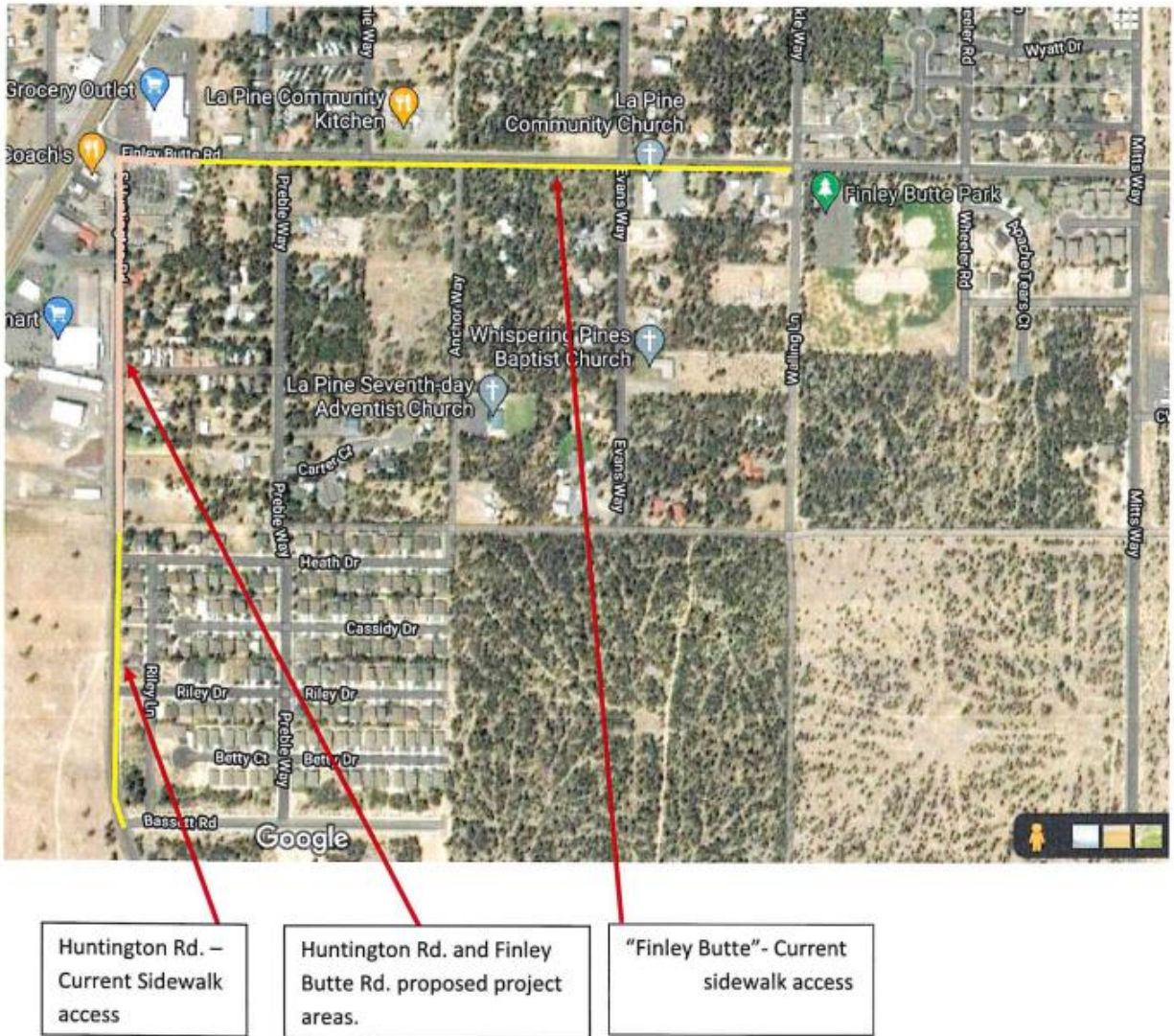
City Administration has submitted a TGM (Transportation Growth Management) Grant application (ODOT/DLCD) on behalf of the County and the City for long term master planning for 325 acres of the remaining 360 acres in the Newberry residential neighborhood, bordered by Crescent Creek to the south, Huntington Rd. to the west, Burgess rd. to the North, and Hwy. 97 to the east. The grant application is asking for \$175,000 for master planning. The City has committed to constructing between \$15,000 - \$20,000 for the project, which will determinant upon whether the grant is received, and the total amount awarded. This grant would provide for long range strategic planning of neighborhoods, transportation options and overall visioning for the 325-acre area. The process would also include a number of stakeholder listening sessions to help shape the desires of the community in the process.

City Administration has also submitted an annual SCA (Small Cities Allotment) Grant application (ODOT) which is an annual streetscape grant. As the majority of streets within incorporated La Pine are owned by Deschutes County, the City has elected to propose a sidewalk project that would create a continuous designated walking path around the newer southwest La Pine subdivisions of Huntington Meadows. As the City was awarded this grant for Finely Butte in a previous cycle, it was concluded that the completion of the circuit on both the north and west ends would be beneficial to public safety as many people form the neighborhood travel along Huntington Rd. by non-motorized means to reach shopping and other commercial outlets in and along Hwy 97. A portion of the application is included below that outlines the proposal:

### **Narrative:**

The City of La Pine is proposing a 1,634 linear ft. sidewalk project to improve pedestrian access and safety in the southeastern section of the city. This area is one of the fastest growing residential sectors within the community and is slated to have over 100 new homes developed within the next year, with one subdivision accounting for 89 homes alone.

The northern terminus of the city section was provided with an extended sidewalk project, titled "Finely Butte" in a past round of SCA grant funding, and the City of La Pine would like to finish this work by completing the northern end on Finley Butte Rd., depicted in figure 1., and "completing the loop" by adding the majority of the project's work to Huntington Rd., which is the wester border to the residential area, also depicted in figure 1. . Huntington Rd. is a highly used pedestrian access that is lacking adequate and safe pedestrian passage, and is also a highly traveled roadway with speeds generally between 40-50 mph. This extension would also complete paved and separate pedestrian access to shopping areas, the city center, and the recreational opportunities at Finely Butte Park, the largest established recreational area in La Pine, providing three baseball fields and six pickleball courts. The facility is accessed by multigenerational users and is the epicenter of organized outdoor activity for the City of La Pine.



Huntington Rd. –  
Current Sidewalk  
access

Huntington Rd. and Finley  
Butte Rd. proposed project  
areas.

“Finley Butte”- Current  
sidewalk access

**Immediate Planning:**

City Administration has decided to promote Assistant Planner Alexa Repko, following her annual review, to the position of Principal Planner with the City. Ms. Repko has been taking on the majority of application review work and has been judicious in her use of our contract planner over the last quarter. Ms. Repko will be taking on a more active role in planning management and will be working with the City Manager as the lead in all application review procedures. This is a designation Ms. Repko has worked diligently to earn and I would like to welcome the Council in congratulating her in her new capacity.

**Finance:**

The City would also like to announce the placement of Ms. Susan Heagerty as the City’s Staff Accountant. Ms. Heagerty comes to the City with over 30 years of senior accounting experience, 20 of which were in the banking industry. She is currently working as a contract employee while we are having her learn our accounting software and systems. We anticipate that the full transition may take 2 – 3 months and we have allocated resources to assist in her immersion into our processes.

She has already proven valuable in her first weeks with the City and I have attached a management memo she has produced regarding my previous suggestion for account adjustment to the Local Government Investment Pool program:



August 4, 2021

State of Oregon LGIP (Local Government Investment Pool)

Oregon Short-Term Fund

The fund, as of June 30, 2020 had a net asset value of \$23,174,465,000 compared to the June 30, 2019 net value of \$21,193,349,000. Total 2020 investment earnings were \$570,310,000 compared to 2019 net investment earnings of \$631,847,000.

Fund consists of a broad range of fixed income investments managed by the Oregon State Treasury. These funds enable governments to earn a greater return on excess funds when pooled with other government entities. Currently, that rate is .550% compared to:

July 2020 → 1.00%

August 2019 → 2.60%

June 2018 → 2.25%

The fund is substantially liquid as 50% of the fund must mature under 93 days, 25% of the fund must mature under one year and the remainder must mature under 3 years. The portfolio consists of asset-backed, commercial paper, corporate, municipal/US and a few foreign government securities.

We are currently receiving .15% from WaFD. At an average 7.4mm, the monthly income would be approximately \$900. At .550% the monthly income would be \$3,300.

The fund pays a monthly management and administration fee of .435 basis points on the most recent market value.

Please welcome Susan as she moves forward with the management team in building our internal finance and accounting processes.



## **City Managers Office:**

Deschutes County Administration has reached out the City Manager's office and proposed a joint meeting between the Board of County Commissioners, and the City Council. We are hoping to arrange a convenient session time at a juncture in the next 30-60 days, and the County Administrator has suggested that we hold the meeting in the La Pine chambers. Potential topics of mutual interest currently are:

Newberry Neighborhood long range planning

Master planning

Affordable housing

Homelessness Issues

Industrial Park Update

This is not an exhaustive list and can be expanded as the Council sees fit. Please consider items of importance before our next meeting so that we can collectively discuss.

I am also happy to announce that the City will be embarking on a new process of citizen engagement. I have subscribed the City to a one year agreement with TextMyGov, which is an online platform that we will unroll in the coming months. TextMyGov will install a widget or "button" on the City's homepage which constituents can use to find information to an unlimited number of subject areas at any time regardless of city operational hours. This tool will also allow common questions to be answered by programmed response, which we expect will reduce phone traffic and confusion for end users. The system has no limit to the programming we can install which is customizable to meet our specific community needs. It will also permit constituents to receive accurate and up to date information which can be amended frequently during storms, emergencies, and outages in the area. You may view their website here: <https://textmygov.com/>

In closing, the League of Oregon Cities 96<sup>th</sup> annual conference is scheduled from October 21-23 at the Riverhouse in Bend. Please take a moment to review the informational site for this year's event (<https://www.orcities.org/education/conferences/893>), and we can discuss attendance at our upcoming meeting. I highly recommend this annual meeting, particularly for new Councilor's or those who have never attended previously. It is a very valuable learning and networking event which will improve any local government representatives' inventory of tools and knowledge with respect to governance.

Geoff Wullschlager  
City Manager



Studio - 51429 Huntington Rd  
PO Box 1468  
La Pine, OR 97739

Studio - 541-323-1774

Greetings!

KNCP FM 107.3 ( [Newberrymix.com](http://Newberrymix.com)) is happy to announce the continuing support (our 7<sup>th</sup> consecutive year) of the La Pine High School sports broadcasts for the upcoming 2021-2022 sports year.

Although last year's events were somewhat diluted due to COVID 19 we continued to broadcast a majority of games and we are proud to say we did not charge (any carryover from 2019 advertisers) for the 2020-2021 season for radio advertising.

Moving on ----- we are very excited about the upcoming season as " Hawk Sports" are on an upward spiral. Our football team definitely looks like a playoff bound team, basketball has almost all players returning, wrestling the same (we won the state title 2 of the last 3 years) and baseball (again the Hawks were State Champs in 2019 and 2020 plus made the playoffs in 2021). Also the girls basketball and volleyball will be much improved and the cross country teams are always formidable, as is the track and field and golf.

Now for what you get as a **Silver** sponsor:

- 1) 15-30 second spots randomly scheduled over a 24 hour period (approx. 2-3 times per day), 7 days per week; our station potential listening audience is 20 to 25k in the La Pine/Sunriver area.
- 2) Your logo is seen on game date/time posters at all business locations in the area.
- 3) Your logo seen on banners entering the outdoor sports complex and the indoor gym at La Pine High School (see attached photo's).

Over the years we have developed a substantial listening audience --- Not only for sports broadcast, but also our daily programing. Additionally our network of sponsors allow us to support school events and facilities (example-KNCP helped fund and erect a new "State of the art" scoreboard on the football/track and field complex) overall cost \$25,000.00

KNCP FM 107.3 is proud of our accomplishments over the past 7 years of broadcasting La Pine High sports and other school related events, but that would not be possible without the generous support of our sponsors. And for that we Thank You!

The price for this full year of advertising is **\$500.00** and runs from September of 2021 to September 2022. This can be paid yearly , or 2 payments of \$250 each, paid in full by January 2022.

Another note: La Pine is in the midst of a house building boom and there are 250 to 500 new homes to be built in La Pine (core) between the remainder of 2021 and end of 2022. This will obviously mean your company services will be required in the near future, so advertising locally could be very effective!

Thanks for taking the time to consider our proposal. As you can see ( by pictures) you will be in " Good Company" as a sponsor of La Pine High School and KNCPFM.

Regards,

*Gene*

Gene Bowman, Director of Marketing  
KNCP FM 107.3  
503-522-4777



An example of one of our large posters ...

**KNCPFM.com**

DAY	DATE	SCHOOL	GAME TIMES
Wed.	12/4/19	@ Culver	6:00pm (Boys 7:30pm) NL
Fri-Sat	12/6 & 7/19	LA PINE TOURNEY	6:30PM (Boys 8:15pm) NL
Thurs	12/10/19	vs. Ridgeview	7:30pm - BOYS NL
Friday	12/13/19	vs. Sisters	6:00pm (Boys 7:30pm) NL
Sat	12/14/19	vs. Nyssa	6:00pm GIRLS NL
Tues	12/17/19	vs. Bonanza	7:00pm GIRLS NL
Wed	12/18/19	vs. Oakridge	6:00pm (Boys 7:30pm) NL
Friday	12/20/19	vs. Burns	6:30pm - BOYS NL
Friday	12/20/19	@ Burns	6:30pm - GIRLS NL
F,S,S	12/27-28/19	SUMMIT TOURNEY	TBD
Mon	12/23/19	@ Sweet Home	1:00pm (Boys 3:00pm) L
Friday	1/3/20	@ Henley	5:00pm (Boys 6:30pm) L
Tues	1/7/20	vs. Creswell	6:00pm (Boys 7:30pm) L
Friday	1/10/20	@ Harrisburg	6:00pm (Girls 7:30pm) L
Tues	1/14/20	vs. Santiam Christian	6:00pm (Girls 7:30pm) L
Thurs	1/16/20	vs. Lakeview	6:00pm (Boys 7:30pm) NL
Wed.	1/22/20	@ Pleasant Hill	6:00pm (Girls 7:30pm) L
Friday	1/24/20	@ Creswell	6:00pm (Girls 7:30pm) L
Tues	1/28/20	vs. Harrisburg	6:00pm (Girls 7:30pm) L
Friday	1/31/20	@ Santiam Christian	6:00pm (Boys 7:30pm) L
Wed	2/5/20	vs. Pleasant Hill	6:00pm (Boys 7:30pm) L
Friday	2/7/20	vs. Creswell	6:00pm (Boys 7:30pm) L
Tues	2/11/20	@ Harrisburg	6:00pm (Boys 7:30pm) L
Friday	2/14/20	vs. Santiam Christian	6:00pm (Boys 7:30pm) L
Wed.	2/19/20	@ Pleasant Hill	6:00pm (Boys 7:30pm) L

Computer Sales & Service, Call 536-1079





INC

HERHARD'S  
DAIRY PRODUCTS

MidOregon  
Credit Union

McDonald's

PHOTO  
BY ALI

SUNWEST FUEL MARK  
PEPSI

LA FINE  
REALTY

GROCERY  
OUTLET

McDonald's

YOKNER  
CYCLES

KING P  
107.3 KINGFM.COM

FOXDOG

Floor's More

COUNTRY  
FINANCIAL

LA PINE

St. Vincent de Paul  
La Pine, Oregon

Little d  
Technology

Shop Smart!

BLAKE RUSSELL  
EXCAVATION

HIGH ARBOR  
SPORTS  
RECREATION

rebound  
physical therapy

WISBY BROS

M. LANE  
MOTOR OIL

Lea Pine  
Auto Parts

CARBELL  
CONCRETE  
CONSTRUCTION

TACO

pepsi





## **Proclamation** City of La Pine

*A Proclamation Declaring September 17 through 23 as Constitution Week*

**WHEREAS**, It is the privilege and duty of the American people to commemorate the two hundred thirty fourth anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention; and

**WHEREAS**, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

**NOW THEREFORE**, BE IT RESOLVED that the La Pine City Council does hereby proclaim the week of September 17 through 23 as **CONSTITUTION WEEK** and urges all citizens to study the Constitution and reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves.

Adopted by the La Pine City Council this 25th<sup>th</sup> day of August 2021.

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Daniel Richer, Mayor

ATTEST:

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Geoff Wullschlager, City Manager

# Community / Tourism Grant Application

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



The City of La Pine may provide community assistance grants to non-profits entities and organizations that serve the La Pine community. Community entities and organizations that serve the La Pine community will need to meet at least one of the following criteria to be eligible for a grant and provide the necessary documentation:

- Provides assistance for essential utilities, food, medical needs, clothing or shelter.
- Provides educational or recreational opportunities for children or seniors.
- Generates/supports economic activity in La Pine.

In evaluating requests, the City will consider the following criteria:

- The requesting organization's history of success.
- The organizational and financial stability of the requesting organization.
- The number and types of community members served by the request.
- The ability to measure and track the effectiveness of the project or service.
- Grant funds will not be used for travel, budget deficits or for routine operating expenses.

First, please designate whether this grant will be used to generate or support Tourism. If yes, see pg. 3 for additional steps/information required. We also require a budget sheet for either type of grant submission, see pg. 2.

Tourism Grant TRT Fund

Standard Community Grant Submission

Please type or print clearly:

1. Organization: La Pine Park and Recreation Foundation
2. Non-Profit ID #: 27-3214817
3. Mailing Address: PO Box 1532, La Pine, OR 97739
4. Telephone No.: 541-771-2498 (Treasurer)
5. Email: info@lapineparksfoundation.org
6. Contact Person: Chad Carpenter or Kathy DeBone
7. Requested Amount: \$2,500.00
8. Project/Use for Funds: Music in the Pines expenses and stage improvements
9. Attach a letter explaining how the funds will be used, how the criteria will be met, and any other information relevant to the request.

Return completed applications and letters to:

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

For additional information, please contact City Recorder Tracy Read at 541-536-1432 or tread@lapineoregon.gov



L A P I N E

O R E G O N

### Budget Spreadsheet

Name of Event: \_\_\_\_\_

Income	Estimated	Actual
Event Proceeds (entry fees, ticket sales, etc.)		
<b>TOTALS</b>		

Extra Sales (auction, raffle, misc. sales)		
<b>TOTALS</b>		

Sponsorships		
<b>TOTALS</b>		

Donations		
<b>TOTALS</b>		

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

Other Expenses		
<b>TOTALS</b>		

	Estimated	Actual
<b>Overall Budget</b>		
Income		
Expenses		
Net Profit (Loss)		

## **CITY OF LA PINE TOURISM GRANT FUNDING CRITERIA**

1. Demonstrate how the proposed tourism-related project, event or activity will be focused on tourists (as defined under ORS 320.300(10)).
2. Demonstrate how the organization will use TRT funds for one or more of the following purposes: (i) advertising, publicizing or distributing information for the purpose of attracting and welcoming tourists; (ii) conducting strategic planning and research necessary to stimulate future tourism development; (iii) marketing special events and festivals designed to attract tourists; (iv) operating a tourism promotion agency (as defined under ORS 320.300(8)); and/or (v) developing, constructing or operating a tourism-related facility (as defined under ORS 320.300(9)).
3. Demonstrate how the proposed tourism-related project, event or activity will promote local tourism and describe the beneficial results for the City of La Pine, including, but not limited to, any or all of the elements: (i) increase in tourist dollars spent in the City of La Pine; (ii) increase in overnight stays in hotels, motels, RV parks, inns, Bed and Breakfast establishments and other accommodations subject to the transient room tax and located within the City of La Pine; (iii) increase in tourist visits to business establishments within the City of La Pine; (iv) increase in publicity about the City of La Pine as a tourist destination; and (v) other primary or secondary benefits of increased tourism in the City of La Pine or the surrounding local area.
4. Demonstrate how the applicant organization does or plans to comply with all applicable local, state and federal laws, ordinances and regulations relating to the organization and their proposed project, event, or tourism activities.

## **CITY OF LA PINE TOURISM / COMMUNITY GRANT APPLICATION INFORMATION**

Tourism / Community Grant Applications may be submitted to the City of La Pine by any non-profit organization.

Applications may be mailed or delivered to La Pine City Hall and must be received by the City no later than June 30th, of each year. Postmarks will be accepted.

The City of La Pine City Council will review all applications, schedule proposal presentations, and conduct site visits, as appropriate. The City Council will then discuss the various proposals and based on budgetary restrictions fund the projects it deems most advantageous to the city as a whole. The City of La Pine adopts it's new budget in June of each year and can only award as much as budgeted, which can vary, from year to year.

If you have any questions about the application materials, time lines or application process, please contact the La Pine City Recorder, Tracy Read at 541-536-1432.