



CITY OF LA PINE, OREGON

REGULAR CITY COUNCIL MEETING

Wednesday, April 9, 2025, 5:30 p.m.

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

Available online via Zoom: <https://us02web.zoom.us/j/82150591477>

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. 03.26.2025 Regular City Council Meeting Minutes.....3.
- 2. Financial Summary – January 2025.....7.
- 3. Interest Report – January 2025.....11.
- 4. Public Comments
 - a. Rich Harp.....12.
 - b. Liz Cupp.....13.

OLD BUSINESS:

None.

NEW BUSINESS:

- 1. Notice of Intent to Award
 - a. Staff Report.....21.
 - b. Notice of Intent Letter.....22.
- 2. Final Plat – 03FPR
 - a. Staff Report.....24.
 - b. Findings and Decision.....25.
 - c. Subdivision Plat.....35.

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, March 26, 2025, 5:30 p.m.

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

Available online via Zoom: <https://us02web.zoom.us/j/88409283926>

MINUTES

CALL TO ORDER

Mayor Pro-Tem Ignazzitto called the meeting to order at 5:30 p.m.

ESTABLISH A QUORUM

Mayor Earls – Absent (Excused)

Council President Ignazzitto

Councilor Shields

Councilor Morse

Councilor Curtis – Via Zoom

Staff

Geoff Wullschlager – City Manager

Ashley Ivans – Finance Director

Brent Bybee – Community Development Director

Amanda Metcalf – City Recorder

PLEDGE OF ALLEGIANCE

Councilor Morse led the Pledge of Allegiance.

ADDED AGENDA ITEMS

There were no added agenda items

PUBLIC COMMENTS

Liz Cupp, a resident of Drafter Road, provided comments regarding plowing conditions on Drafter Road and suggested improvements. She noted that over time, Drafter Road has experienced increased usage due to population growth and frequent use by commercial trucks. Additionally, the development of new apartments will likely contribute to further traffic.

Ms. Cupp expressed concerns about vehicles speeding on the road, which contributes to the formation of potholes. She also criticized the most recent plowing effort, describing it as poorly executed and

noting that only a single lane was cleared. She emphasized that, given the high traffic volume, Drafter Road should be paved. Furthermore, she referenced a prior land use decision to pave the road in relation to the nearby mobile home park.

Ms. Cupp submitted photographs taken after the most recent plowing for the record.

Rich Harp, a resident of Campfire Road, commented on the Urban Renewal Agency (URA) election and recommended Sondra Anderson as a potential member. He stated that bringing in more new members to the committees would be beneficial.

CONSENT AGENDA

1. 03.12.2025 Regular City Council Meeting Minutes

Councilor Shields made a motion to approve the consent agenda. *Councilor Morse seconded the motion.* Motion passed unanimously.

OLD BUSINESS:

None.

NEW BUSINESS:

1. Urban Renewal Agency Appointment Applications

City Manager Wullschlager presented the associated staff report and explained that two seats are up for appointment. He clarified that while a candidate had listed him as a reference, there had been no discussion or agreement regarding endorsement. He noted that the applicant had identified him as a neighbor in response to a separate question on the application.

He informed the Council that there are four applicants and requested that the Council review the applications. If the Council is in agreement, he asked for a motion and to conduct a roll call vote for each open seat.

Councilor Shields made a motion to appoint Sondra Anderson to the La Pine Urban Renewal Agency for the remainder of the four-year term of one of the two current vacancies. *Councilor Morse seconded the motion.* Mayor Per Tem Ignazzitto asked for a roll call vote:

Councilor Curtis – Aye

Councilor Shields – Aye

Councilor Morse – Aye

Motion passed unanimously.

Councilor Shields made a motion to appoint Scott Asla to the La Pine Urban Renewal Agency for the remainder of the four-year term of one of the two current vacancies. *Councilor Curtis seconded the motion.* Mayor Per Tem Ignazzitto asked for a roll call vote:

Councilor Morse – Aye

Councilor Shields – Aye

Councilor Curtis – Aye

Motion passed unanimously.

2. Draft Letter of Support for the La Pine Parks and Recreation RARE AmeriCorps Application
Community Development Director Bybee presented the associated staff report. He stated that Staff recently met with the new La Pine Parks and Recreation District Facilities Coordinator, Wynn Malikowski. As part of their efforts to enhance parks and recreation services, the district intends to apply for a Resource Assistance for Rural Environments (RARE) AmeriCorps Member for the 2025-26 service year. He stated that the RARE program places graduate-level members in rural communities to build capacity in economic development, natural resource planning, and community engagement. The La Pine Parks and Recreation District has requested a letter of support from the City Council as part of their RARE application.

Councilor Morse made a motion to approve the Letter of Support for the La Pine Parks and Recreation District's request for a RARE AmeriCorps Member and direct the Council President to sign the letter in the absence of the Mayor. *Councilor Shields seconded the motion.* Council President Ignazzitto asked for a roll call vote:

Councilor Curtis – Aye

Councilor Morse – Aye

Councilor Shields – Aye

Motion passed unanimously.

OTHER MATTERS

No other matters.

PUBLIC COMMENTS

There were no public comments.

STAFF COMMENTS

City Recorder Metcalf reminded the community to submit the required event permits well in advance. This ensures events are conducted smoothly and safely for everyone involved. She encouraged anyone with questions or those needing assistance with the permit process to contact her at City Hall.

Finance Director Ivans reported that she is currently working on the budget. She encouraged community members interested in serving on the Budget Committee for both the City of La Pine and the Urban Renewal Agency to apply by April 15th.

She also provided an update on the Public Works Department, announcing that road maintenance will commence on April 14th. The department will be grading and graveling roads as part of their maintenance efforts.

Community Development Director Bybee made a response to the public comment referencing Drafter Road. He stated that this road is high on the list of improvements that the City is looking to implement with land use decisions with the increase of commercial and residential development. Additionally, if the community had any questions regarding past land use decisions they are welcome to contact him.

He gave an update on long term planning and stated that the last City Council and Planning Commission workshop is scheduled for April 2nd and the boards will be covering goals 11-13. After, staff will be coordinating with the City consultant 3J for a final draft of the comprehensive plan update for publishing and then the City will send out a measure 56 notice to citizens. This is to be compliant with state regulations.

He gave an update on the Transportation System Plan (TSP) update and the TGM grant. He stated that staff heard back with minor edits and recommendations which he is working on correcting. Once it is approved staff can start soliciting a consultant.

Director Bybee provided an update on current planning activities. The Arco project on Huntington Road and Burgess Road has completed their appeal periods without any field appeals and are now approved. Staff received additional applications, but they have been deemed incomplete. The Planning Department has also received zoning permit applications for new businesses within the City. Additionally, it was noted that the subdivision on Antler Road will be presented to the Planning Commission in a public hearing next month.

He also announced that a new Associate Planner, Nick Tierney, has been hired. He noted that Nick will be a valuable asset to the City.

City Manager Wullschlager reported that he has completed the bid tabulation process with a committee for the city-owned spec building. Five companies submitted proposals, with the winning bid awarded to Mission Building, located in Bend, Oregon. He explained the rationale behind selecting the winning bid and noted that he will present an intent-to-award letter to the Council at an upcoming meeting. Furthermore, he mentioned that the same company responsible for designing the building will also handle its construction as the project was issued as a design/build process, with anticipated completion in the summer of 2026.

He informed the Council that Mayor Earls recently attended the COCO Day at the Legislature event in Salem. She advocated on behalf of the City, discussing several bills for consideration by the Legislature. The City Manager detailed each relevant bill and explained how the Mayor lobbied legislative members to vote in support of the City's interests.

MAYOR & COUNCIL COMMENTS

Councilor Curtis did not have any comments.

Councilor Shields did not have any comments.

Councilor Morse did not have any comments.

Mayor Pro-Tem Ignazzitto thanked everyone that applied for the Urban Renewal Agency, and congratulated the new appointed members.

EXECUTIVE SESSION: per ORS 192.660 if necessary

ADJOURNMENT

Mayor Pro-Tem Ignazzitto adjourned the meeting at 6:17 p.m.



FINANCIAL SUMMARY January 31, 2025

TOTAL RESOURCES - BUDGET TO ACTUAL

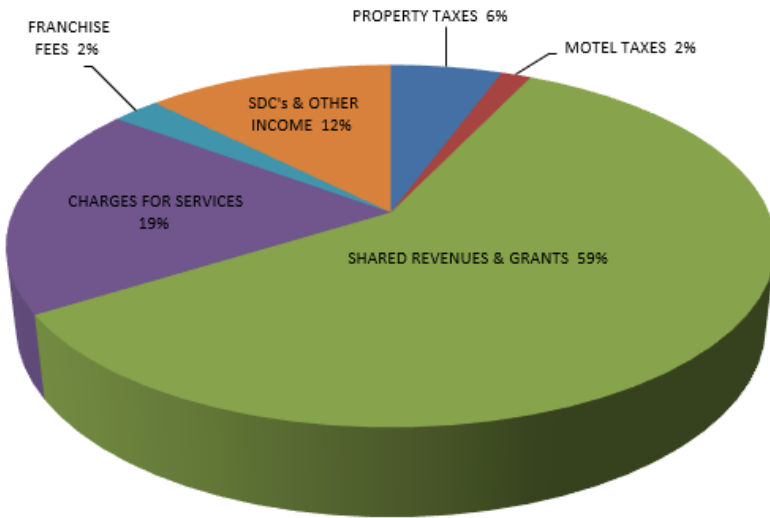
AS OF JANUARY 31, 2025

	Year To Date	FY 2024-25 Budget	Budget Remaining	(59% lapsed) % Earned
BEGINNING FUND BALANCE	17,587,219	17,587,219	-	100.0%
PROPERTY TAXES	455,364	457,500	2,136	99.5%
MOTEL TAXES	122,495	156,000	33,505	78.5%
SHARED REVENUES & GRANTS	4,793,411	5,609,797	816,386	85.4%
CHARGES FOR SERVICES	1,541,587	2,210,575	668,988	69.7%
FRANCHISE FEES	195,439	328,225	132,786	59.5%
SDC's & OTHER INCOME	1,013,342	1,196,700	183,358	84.7%
	25,708,857	27,546,016	1,837,159	93.3%

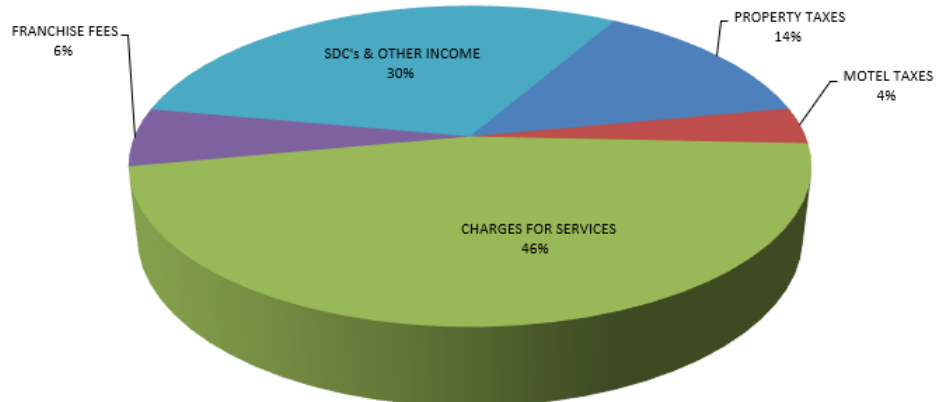
FINANCIAL HIGHLIGHTS – RESOURCES

- Charges for Services are also in line with budgetary expectations.

RESOURCES BY TYPE EXCLUDING FUND BALANCE



RESOURCES BY TYPE EXCLUDING GRANTS



RESOURCES - BUDGET TO ACTUAL BY FUND

AS OF JANUARY 31, 2025

	Year To Date	FY 2024-25 Budget	Budget Remaining	(59% lapsed) % Earned
GENERAL FUND				
BEGINNING FUND BALANCE	2,870,326	2,870,326	-	100.0%
PROPERTY TAXES	455,364	457,500	2,136	99.5%
SHARED REVENUES & GRANTS	82,986	85,000	2,014	97.6%
MOTEL TAXES (30%)	36,749	56,000	19,251	65.6%
CHARGES FOR SERVICES	2,174	16,375	14,201	13.3%
FRANCHISE FEES	58,634	105,075	46,441	55.8%
MISCELLANEOUS & OTHER INCOME	572,027	69,500	(502,527)	823.1%
INTERFUND TRANSFERS - IN	-	554,750	554,750	0.0%
	<u>4,078,260</u>	<u>4,214,526</u>	<u>(418,484)</u>	<u>96.8%</u>
CEMETERY FUND				
BEGINNING FUND BALANCE	42,013	42,013	-	100.0%
CHARGES FOR SERVICES	-	1,200	1,200	0.0%
INTERFUND TRANSFERS - IN	-	-	-	
MISCELLANEOUS & OTHER INCOME	-	700	-	
	<u>42,013</u>	<u>43,913</u>	<u>1,200</u>	<u>95.7%</u>
STREETS FUND				
BEGINNING FUND BALANCE	1,681,883	1,681,883	-	100.0%
SHARED REVENUES & GRANTS	125,805	645,000	519,195	19.5%
FRANCHISE FEES	136,805	223,150	-	
MISCELLANEOUS & OTHER INCOME	3,567	17,000	13,433	21.0%
INTERFUND TRANSFERS - IN	-	325,000	325,000	0.0%
	<u>1,948,060</u>	<u>2,892,033</u>	<u>857,628</u>	<u>67.4%</u>
TOURISM FUND				
BEGINNING FUND BALANCE	360,557	360,557	-	100.0%
MOTEL TAXES	85,746	100,000	14,254	85.7%
MISCELLANEOUS & OTHER INCOME	-	3,500	3,500	
	<u>446,303</u>	<u>464,057</u>	<u>17,754</u>	<u>96.2%</u>
COMMUNITY DEVELOPMENT FUND				
BEGINNING FUND BALANCE	510,293	510,293	-	100.0%
CHARGES FOR SERVICES	50,242	40,000	(10,242)	125.6%
ADVANCED PLANNING FEES	35,017	45,000	9,983	77.8%
MISCELLANEOUS & OTHER INCOME	-	51,000	51,000	0.0%
INTERFUND TRANSFERS - IN	-	155,000	155,000	0.0%
	<u>595,552</u>	<u>801,293</u>	<u>205,741</u>	<u>74.3%</u>
INDUSTRIAL/ECONOMIC DEVELOPMENT				
BEGINNING FUND BALANCE	1,924,327	1,924,327	-	
SHARED REVENUES & GRANTS	120,000	29,771	(90,229)	403.1%
INDUSTRIAL SITE LEASES / SALES	143,145	17,500	(125,645)	818.0%
MISCELLANEOUS & OTHER INCOME	-	30,000	30,000	0.0%
	<u>2,187,472</u>	<u>2,001,598</u>	<u>(185,874)</u>	<u>109.3%</u>
RESERVE FUND - WATER/SEWER				
BEGINNING FUND BALANCE	452,670	452,670	-	100.0%
INTERFUND TRANSFERS - IN	-	400,000	400,000	0.0%
	<u>452,670</u>	<u>852,670</u>	<u>400,000</u>	<u>53.1%</u>
DEBT RESERVE FUND				
BEGINNING FUND BALANCE	193,503	193,503	-	100.0%
INTERFUND TRANSFERS - IN	-	734,227	734,227	0.0%
	<u>193,503</u>	<u>927,730</u>	<u>-</u>	<u>20.9%</u>
EQUIPMENT RESERVE FUND				
INTERFUND TRANSFERS - IN	-	285,000	285,000	0.0%
	<u>-</u>	<u>285,000</u>	<u>-</u>	<u>0.0%</u>
SDC FUND				
BEGINNING FUND BALANCE	4,665,141	4,665,141	-	100.0%
SYSTEM DEVELOPMENT CHARGES	377,405	920,000	542,595	41.0%
INTERFUND TRANSFERS - IN	-	250,000	-	0.0%
MISCELLANEOUS & OTHER INCOME	-	15,000	15,000	0.0%
	<u>5,042,546</u>	<u>5,850,141</u>	<u>542,595</u>	<u>86.2%</u>
WATER FUND				
BEGINNING FUND BALANCE	3,251,078	3,251,078	-	100.0%
GRANT REVENUE	2,312,283	1,547,526	(764,757)	149.4%
CHARGES FOR SERVICES	634,961	1,018,000	383,039	62.4%
MISCELLANEOUS & OTHER INCOME	58,141	34,500	(23,641)	168.5%
	<u>6,256,463</u>	<u>5,851,104</u>	<u>(405,359)</u>	<u>106.9%</u>
SEWER FUND				
BEGINNING FUND BALANCE	1,635,428	1,635,428	-	100.0%
GRANT REVENUE	2,117,320	3,302,500	1,185,180	64.1%
CHARGES FOR SERVICES	711,065	1,117,500	406,435	63.6%
MISCELLANEOUS & OTHER INCOME	2,202	10,500	8,298	21.0%
	<u>4,466,015</u>	<u>6,065,928</u>	<u>1,599,913</u>	<u>73.6%</u>

TOTAL EXPENDITURES - BUDGET TO ACTUAL

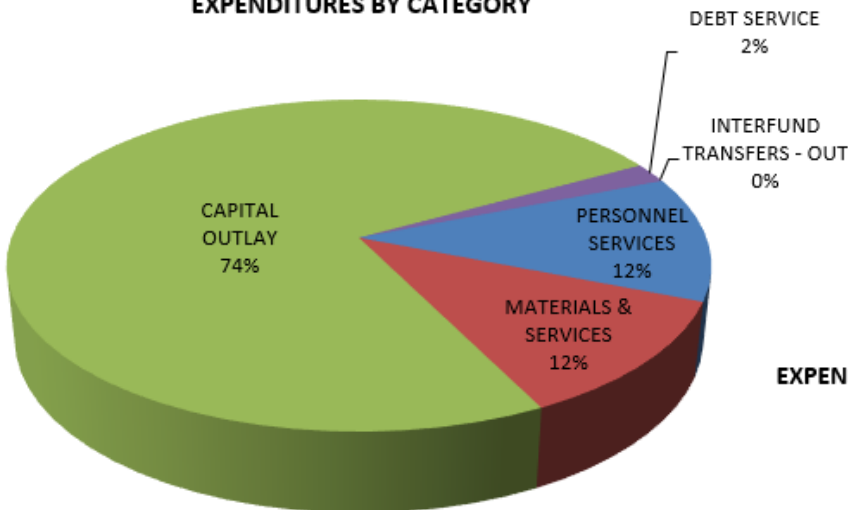
AS OF JANUARY 31, 2025

	Year To Date	FY 2024-25 Budget	Budget Remaining	(59% lapsed)
PERSONNEL SERVICES	852,781	2,028,155	1,175,374	42.0%
MATERIALS & SERVICES	808,335	3,181,650	2,373,315	25.4%
CAPITAL OUTLAY	5,195,511	9,810,626	3,147,214	53.0%
DEBT SERVICE	135,250	1,192,908	1,057,658	11.3%
INTERFUND TRANSFERS - OUT	-	2,703,977	2,672,227	0.0%
	6,991,877	18,917,316	10,425,788	37.0%

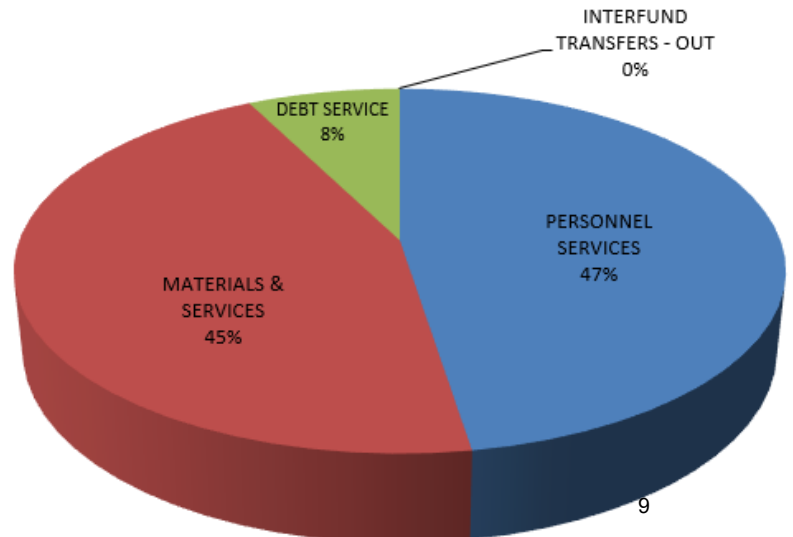
FINANCIAL HIGHLIGHTS – EXPENDITURES:

- All expenses are in line with staff expectations
- Interfund transfers have not been made, and will likely be made in February as we prepare for the budget

EXPENDITURES BY CATEGORY



EXPENDITURES BY CATEGORY EXCLUDING CAPITAL OUTLAY



EXPENDITURES - BUDGET TO ACTUAL BY FUND

AS OF JANUARY 31, 2025

	Year To Date	FY 2024-25 Budget	Budget Remaining	(59% lapsed) % Expended
GENERAL FUND				
PERSONNEL SERVICES	99,614	220,497	120,883	45.2%
MATERIALS & SERVICES	124,538	567,700	443,162	21.9%
CAPITAL OUTLAY	231,916	316,700	84,784	73.2%
DEBT SERVICE	36,847	42,908	6,061	85.9%
INTERFUND TRANSFERS - OUT		480,000	480,000	0.0%
	<u>492,915</u>	<u>1,627,805</u>	<u>1,134,890</u>	<u>30.3%</u>
CEMETERY FUND				
MATERIALS & SERVICES	3,409	24,100	20,691	14.1%
CAPITAL OUTLAY	-	5,000	5,000	0.0%
	<u>3,409</u>	<u>29,100</u>	<u>25,691</u>	<u>11.7%</u>
STREETS FUND				
PERSONNEL SERVICES	82,815	272,875	190,060	30.3%
MATERIALS & SERVICES	144,351	293,950	149,599	49.1%
CAPITAL OUTLAY	165,030	970,000	804,970	17.0%
INTERFUND TRANSFERS - OUT		261,750	261,750	0.0%
	<u>392,196</u>	<u>1,798,575</u>	<u>1,406,379</u>	<u>21.8%</u>
TOURISM FUND				
MATERIALS & SERVICES	63,107	125,650	62,543	50.2%
CAPITAL OUTLAY		75,000	75,000	0.0%
INTERFUND TRANSFERS - OUT	-	25,000	25,000	0.0%
	<u>63,107</u>	<u>225,650</u>	<u>162,543</u>	<u>28.0%</u>
COMMUNITY DEVELOPMENT FUND				
PERSONNEL SERVICES	170,795	379,477	208,682	45.0%
MATERIALS & SERVICES	41,970	89,150	47,180	47.1%
CAPITAL OUTLAY	49,268	199,700	150,432	24.7%
INTERFUND TRANSFERS - OUT	-	38,750	38,750	0.0%
	<u>262,033</u>	<u>707,077</u>	<u>445,044</u>	<u>37.1%</u>
INDUSTRIAL AND ECONOMIC DEVELOPMENT				
MATERIALS & SERVICES	32,978	220,900	187,922	14.9%
CAPITAL OUTLAY	38,799	1,506,700		
INTERFUND TRANSFERS - OUT		31,750		
	<u>71,777</u>	<u>1,759,350</u>	<u>187,922</u>	<u>4.1%</u>
SDC FUND				
MATERIALS & SERVICES	-	1,050,000	1,050,000	0.0%
CAPITAL OUTLAY	-	1,500,000	1,500,000	0.0%
	<u>-</u>	<u>2,550,000</u>	<u>2,550,000</u>	<u>0.0%</u>
WATER FUND				
PERSONNEL SERVICES	254,427	587,423	332,996	43.3%
MATERIALS & SERVICES	186,446	337,200	150,754	55.3%
CAPITAL OUTLAY	2,292,683	1,810,026	(482,657)	126.7%
DEBT SERVICE	98,403	500,000	401,597	19.7%
INTERFUND TRANSFERS - OUT	-	1,387,737	1,387,737	0.0%
	<u>2,831,959</u>	<u>4,622,386</u>	<u>1,790,427</u>	<u>61.3%</u>
SEWER FUND				
PERSONNEL SERVICES	245,130	567,883	322,753	43.2%
MATERIALS & SERVICES	211,536	473,000	261,464	44.7%
CAPITAL OUTLAY	2,417,815	3,427,500	1,009,685	70.5%
DEBT SERVICE		650,000	650,000	0.0%
INTERFUND TRANSFERS - OUT		478,990	478,990	0.0%
	<u>2,874,481</u>	<u>5,597,373</u>	<u>2,722,892</u>	<u>51.4%</u>

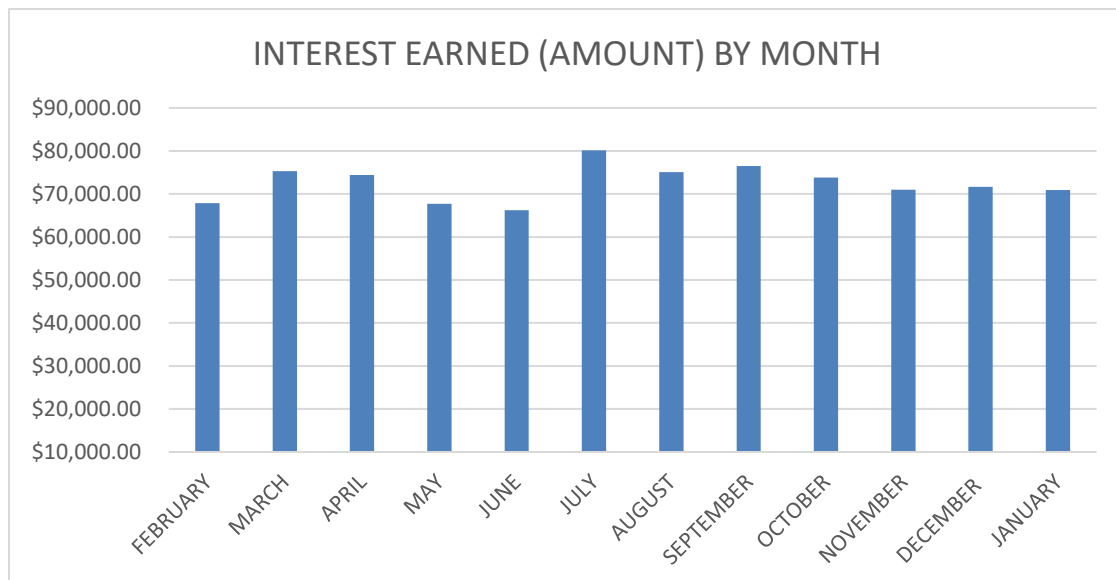
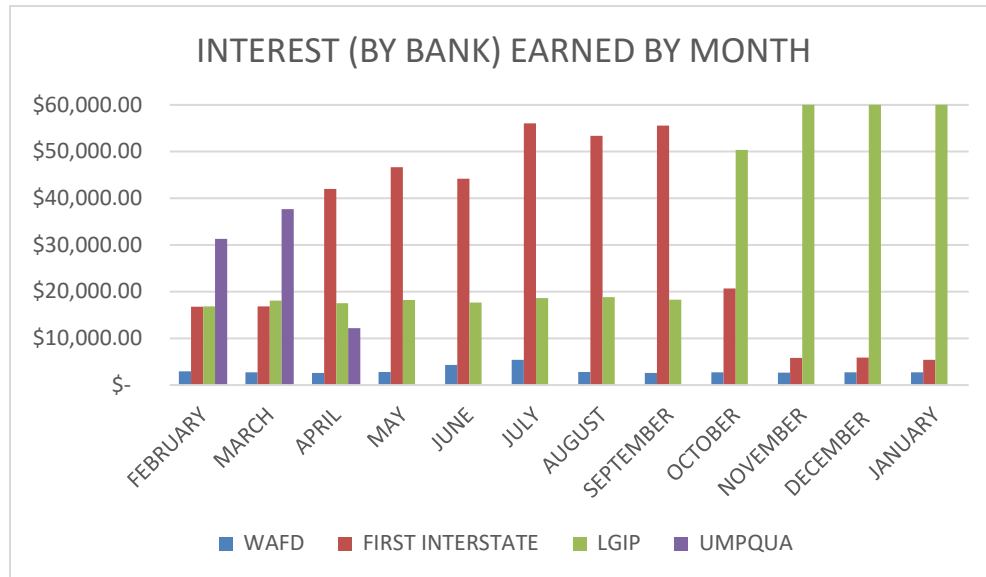


City Interest Income Revenue Report

February 2024 – January 2025

City Bank Balances – 01/27/2025

Bank	1/27/2025	Rate
LGIP	\$ 16,950,496.45	4.70%
FIB	\$ 1,011,590.46	4.30%
FIB Checking	\$ 1,205,129.59	0.00%
WAFD	\$ 1,099,859.21	2.94%
WAFD Checking	\$ 597,178.78	
Xpress	\$ 41,660.84	0.00%
	\$ 20,905,915.33	





1st

PUBLIC COMMENT FORM

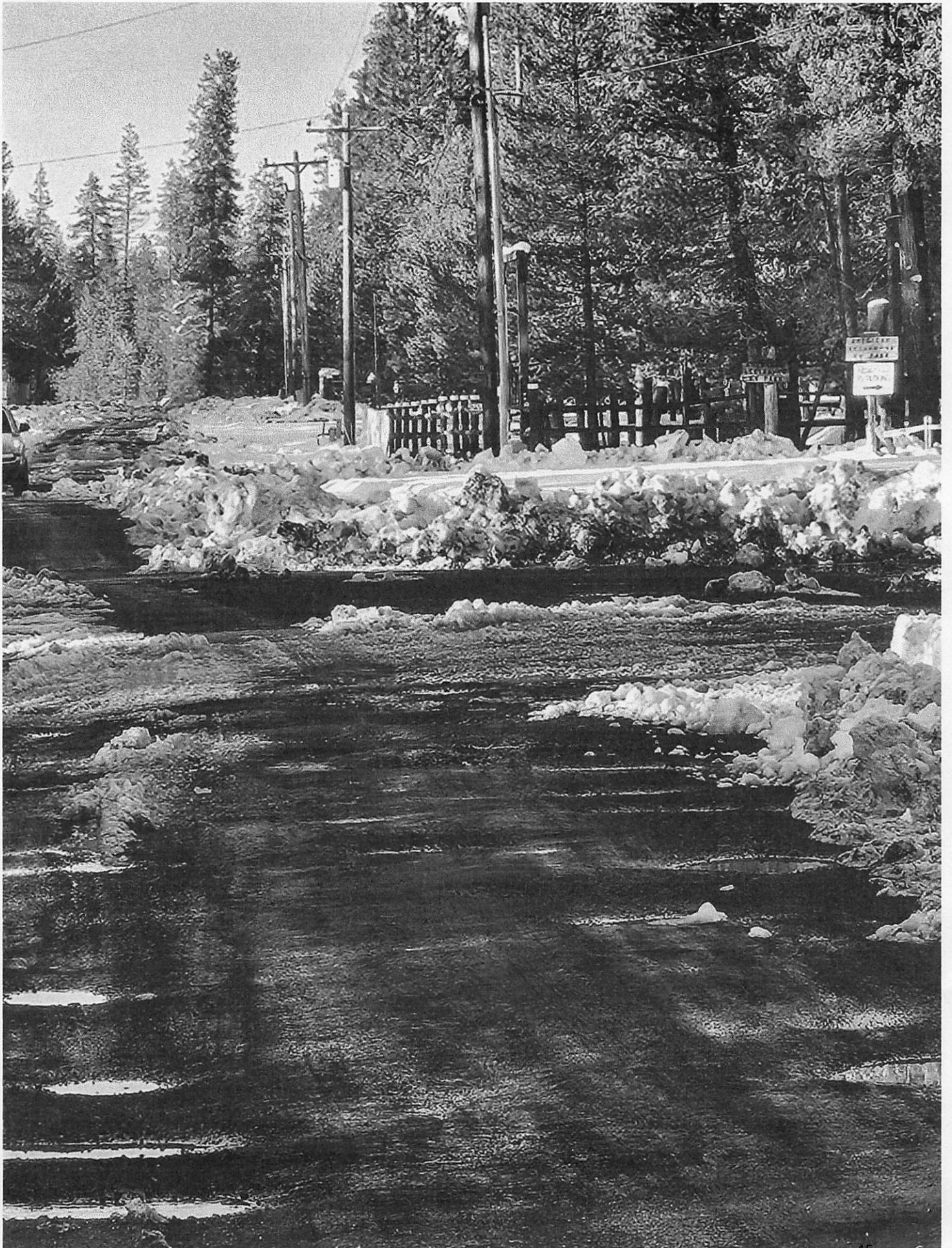
Completed forms will be collected prior to the start of the meeting. Comments will be limited to 3 minutes and restricted to the topics indicated below. All remarks and questions must be addressed to the presiding officer, only. Comments will be respectful. Harsh and/or abusive language will not be permitted.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

Name: Liz Cupp Phone Number: 440-308-7676
 Address: 52568 DRAFTER RD LAPIDE OR 97739
 Email: Cyo300@hotmail.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): DRAFTER RD
Plowing - RD improvements

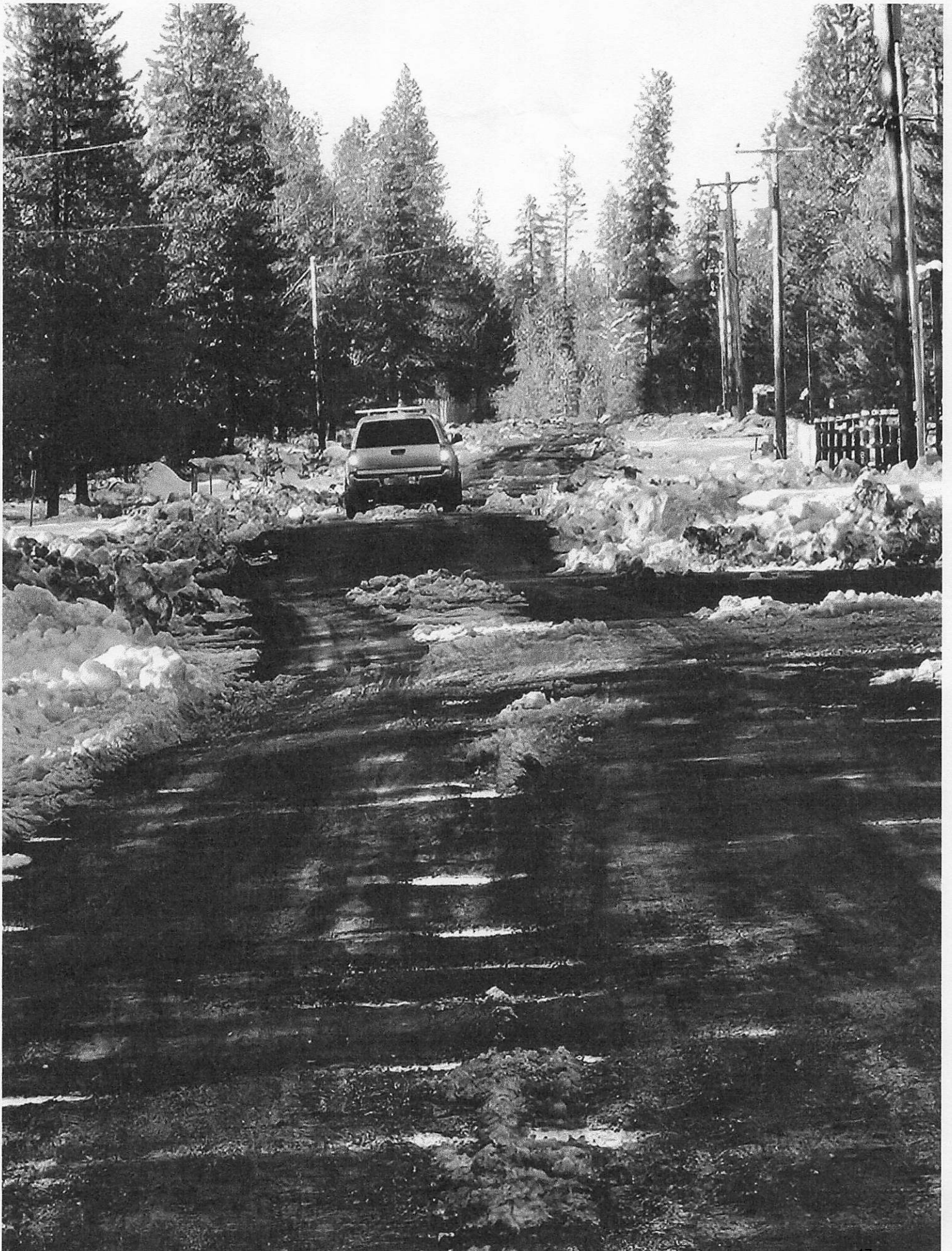
 Organization (if applicable): _____ Would you like to be contacted for follow up?
 Yes No 13

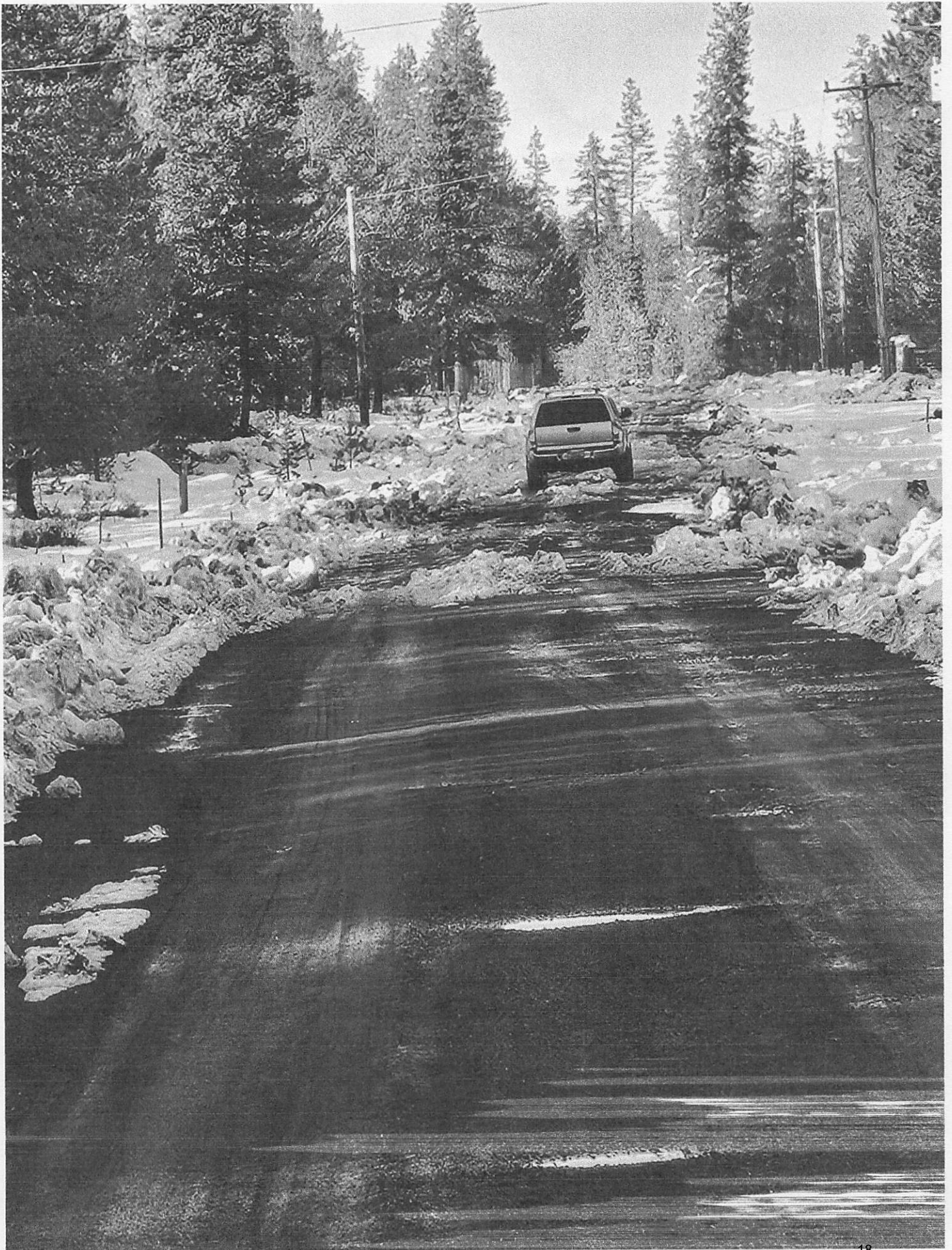
Rosland @ Drafter - thru drafter



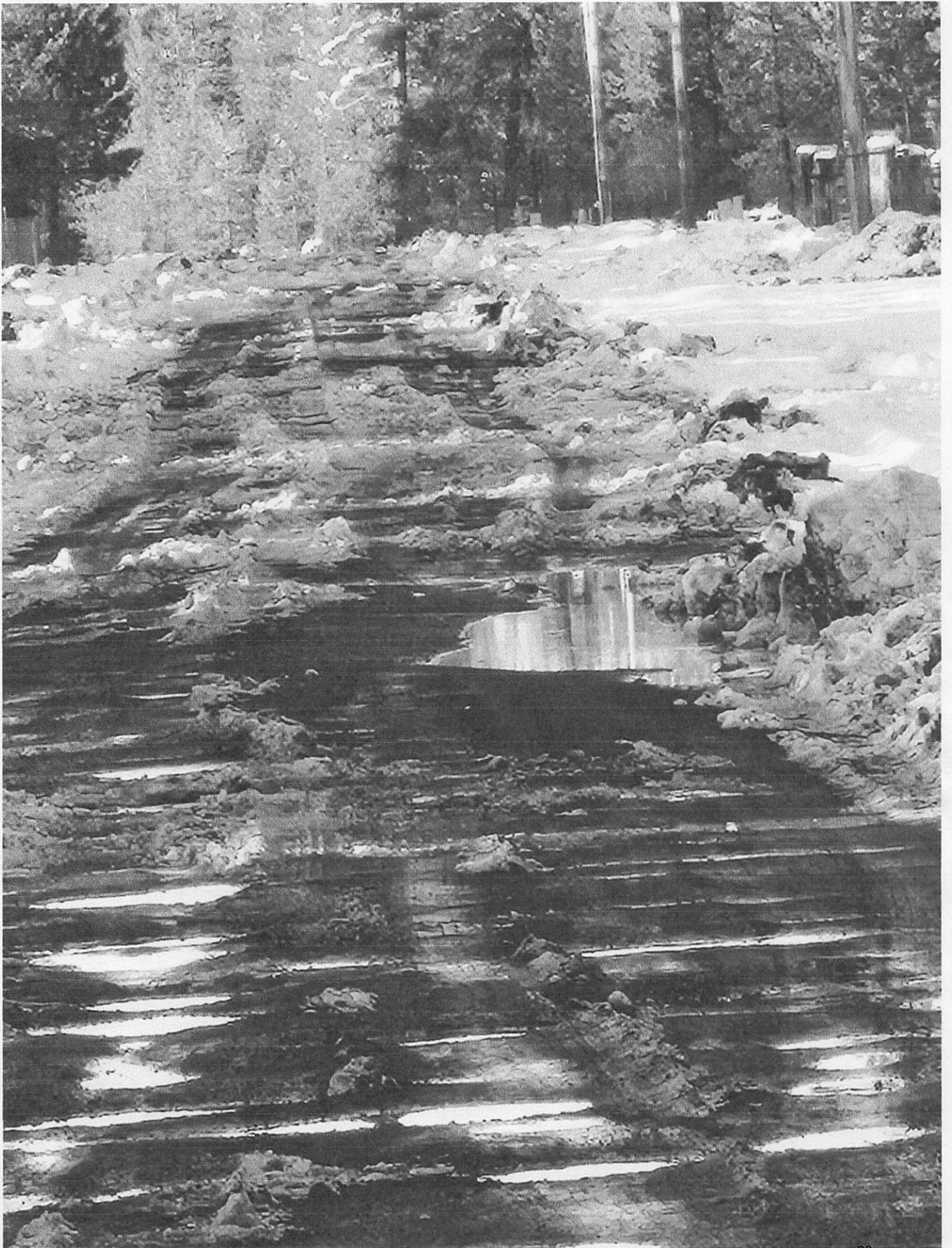














CITY OF LA PINE

STAFF REPORT

Meeting Date: April 09, 2025
TO: City Council
FROM: Geoff Wullschlager, City Manager
SUBJECT: Notice of Intent to Award – Mission Building

- | | | | |
|-------------------------------------|-------------------------|--------------------------|-----------------------------------|
| <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:

As you are all aware the City was awarded state of Oregon legislative funds in the amount of \$1,500,000.00 for the Design/Build development of a city owned and operated spec. incubator building. On February 10th, 2025, the City issued the Request for Proposals, which closed on March 14th, 2025. The week of March 20th, City Manager Wullschlager, Contract Economic Development Director Patricia Lucas, and COIC Program Coordinator Nick Tierney opened and evaluated these proposals.

The proposer with the highest score was determined which was Mission Building. On March 24th, 2024, a Notice of Intent to Award (NITA) was furnished by COIC to the proposers. This NITA followed and exceeded state law and allowed for a 10-day appeal period, which concluded on April 2nd, 2025. Staff are now proposing that you approve the City Manager to enter into a contract for the project.

Recommended motion:

“I move that we authorize Geoff Wullschlager, City Manager, to enter into a contract with Mission Building for the purposes of a design/build project for the La Pine Spec. Incubator Building, City Project 25-01.” Please follow this with a second and a roll call vote of the Council present.



Central Oregon Intergovernmental Council
334 NE Hawthorne Ave.
Bend, OR 97701
(541) 548-9543

NOTICE OF INTENT TO AWARD

Date: March 24, 2025

To: All Proposers

RE: City of La Pine Small Business Incubator Facility – Design Build Contractor RFP CED # 25-01

The Evaluation Committee selected the proposal from Mission Building as providing the best value. This selection has been approved by COIC's Executive Director. This notice is being sent out to inform you of the City of La Pine's intent to award Mission Building a contract for RFP # CED 25-01.

Five proposals were received for solicitation CED #25-01. All were deemed responsive. The Evaluation Committee met and scored each proposal in accordance with the solicitation qualification criteria. The results were as follows:

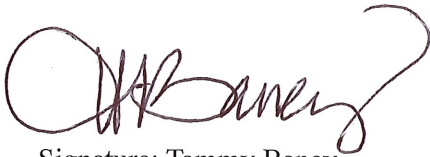
1. **Mission Building – 82.5 points**
2. **CS Construction – 81.25 points**
3. **Compass Commercial Construction – 80.13 points**
4. **O'Brien – 69.90 points**
5. **JB Steel – 69.86 points**

This Notice of Intent to Award Contract(s) is issued pursuant to Oregon Revised Statute (ORS) 279B.135. A copy of this Notice of Intent to Award is being provided to the proponents that submitted a proposal for this service (see list of all proposals received above). Any firm or person who believes that they are adversely affected or aggrieved by the intended award set forth in this Notice may submit a written protest within ten (10) calendar days after the issuance of this Notice of Intent to Award to procurement@coic.org, at the following address, Attn: Procurement, COIC, 1250 NE Bear Creek Rd, Bend, OR 97701. **The ten (10) day protest period will expire at 4:00 pm on April 2nd, 2025.**

Any protest must be in writing and specify any grounds upon which the protest is based. For detailed information on COIC's protest procedures, please visit: <https://www.coic.org/wpcontent/uploads/2021/03/PROCUREMENT-PROTEST-PROCEDURES.pdf>

If you have any questions regarding this Notice of Intent to Award Contract or the procedures under which COIC is proceeding, please contact procurement at procurement@coic.org or 541-548-8163.

Thank you for your proposals. Questions regarding this notice should be emailed and directed to procurements@coic.org.

A handwritten signature in black ink, appearing to read "TBaney". The signature is fluid and cursive, with a large initial "T" and "B".

Signature: Tammy Baney

Title: Executive Director

Company: Central Oregon Intergovernmental Council

Email: procurement@coic.org



CITY OF LA PINE

STAFF REPORT

DATE: April 9, 2025
TO: La Pine City Council
FROM: Brent Bybee, Community Development Director
SUBJECT: Trailhead Subdivision Final Plat

TYPE OF ACTION REQUESTED (Check one):

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

Proposal:

On January 23, 2025, Reside Trailhead TIC along with BECON Engineering, applied for Final Plat Review of the Trailhead Subdivision. The subject property is located at 51385 Anchor Way, La Pine, OR 97739. The Tax Lot number is 800, 900, 1600, and 1700 on Deschutes County Assessor’s Map 22-10-14CB.

Background:

On January 26, 2022, a 22 lot Subdivision (01SUB-22) was approved by the La Pine Planning Commission.

The current proposal is for final plat approval of the Trailhead Subdivision which includes the creation of 22 single family lots. Staff notes that based on recent conversation with the Public Works Department the City’s Industrial Lift station has reached a point of critical failure. Staff has added a condition of approval to the final plat decision that states the applicant shall not make use of the sewer lateral until the Industrial Park Lift Station Improvement Project is completed. This condition of approval is permitted under LPDC Section 15.90.030(B).

Recommended Motion:

I move the La Pine City Council approve the Final Plat Review of the Trailhead Subdivision. Please follow with a second and a roll call vote.

Attachment(s):

1. Findings
2. Final Plat



FINDINGS AND DECISION

- FILE NUMBER:** 03FPR-24
- APPLICANT:** Trevor Munro
549 SW Mill View Way Ste 100
Bend, OR 97702
- OWNER:** Reside Trailhead TIC
601 NW Harmon Blvd Ste 2
Bend, OR 97702
- LOCATION:** The subject property is located at 51385 Anchor Way, La Pine, OR 97739. The Tax Lot number is 800, 900, 1600, and 1700 on Deschutes County Assessor's Map 22-10-14CB.
- REQUEST:** The applicant is requesting Final Plat Review for the Trailhead Subdivision which was approved under La Pine File No. 01SUB-22.
- STAFF CONTACT:** Brent Bybee, Community Development Director
Email: bbybee@lapineoregon.gov
Phone: (541) 668-1135
- DECISION:** Approved, subject to the conditions of approval identified below

I. APPLICABLE STANDARDS, PROCEDURES, AND CRITERIA

City of La Pine Development Code

Article 5, Development Standards

Chapter 15.90, Public Facilities

Article 9, Land Divisions

Chapter 15.406, Subdivision and Planned Unit Developments (PUD)

Chapter 15.418, Processing and Recording Procedures

II. BASIC FINDINGS

ZONING: The subject property is zoned residential single family and commercial residential mixed-use with no overlay zones.

PARCEL SIZE: The subject property is 4.51-acres in size.

PERMIT HISTORY:

- 01SUB-22 | Tentative Plat approval for a 22-lot subdivision on the subject properties.

III. FINDINGS OF FACT

PART III, CITY OF LA PINE DEVELOPMENT CODE

Article 5, Development Standards

Chapter 15.90, Public Improvements

Section 15.90.030, Sewer and Water

- A. ***Sewer and water plan approval. Development permits for sewer and water improvements shall not be issued until the public works director has approved all sanitary sewer and water plans in conformance with city standards.***
- B. ***Inadequate facilities. Development permits may be restricted or rationed by the city where a deficiency exists in the existing water or sewer system that cannot be rectified by the development and which, if not rectified, will result in a threat to public health or safety, surcharging of existing mains, or violations of state or federal standards pertaining to operation of domestic water and sewerage treatment systems. The city may require water booster pumps, sanitary sewer lift stations, and other critical facilities be installed with backup power.***

FINDING: Comments from Public Works indicated there is a deficiency in the Industrial Park Lift Station. In order to protect public health and safety, the developer shall not use the new sewer lateral until the Industrial Park Lift Station Improvement Project is complete. To ensure compliance with this criterion the following condition of approval has been added.

Sewer Lateral Use: ***Prior to occupancy***, the developer shall not make use of the sewer lateral until the City has completed the Industrial Park Lift Station Improvement Project.

Article 9, Land Divisions¹

Chapter 15.406, Subdivision and Planned Unit Developments (PUD)

Section 15.406.020, Final Plat for A Subdivision

- A. ***Submission of final plat.***
 - 1. ***Time requirement.***

¹ State Law reference— *Subdivision and other divisions of land, ORS 92.010 et seq.; city planning, ORS 227.010 et seq.*

- a. ***Except as otherwise approved in accordance with the approval of a master plan for a subdivision planned for unit or phase development, the subdivider shall, within two years after the date of approval of the tentative plan for a subdivision, prepare and submit the final plat for a subdivision that is in conformance with the tentative plan as approved and with all conditions applicable thereto. The number of copies required shall be as specified on the application form.***

FINDING: City of La Pine File No 01SUB-22 was approved by the City Council on January 26, 2023. The applicant applied for the final plat approval on January 23, 2025. This criterion is met.

- b. ***Final plats shall be subject to the Type I review procedure in article 7. If the subdivider fails to file the final plat before the expiration of the two-year period, the tentative plan approval shall be declared null and void and a new submittal required if the subdivider wishes to proceed with the development, unless an extension is granted by the city.***

FINDING: The subject application is being processed in accordance with LPDC Article 7. The application was also submitted within the conditioned recording requirements. This criterion is met.

2. ***Master development plan. In the case of a subdivision for which a master development plan has been approved, the tentative plans for each unit or phase thereof shall be submitted in accordance with the phasing schedule approved as a part of the master plan.***

FINDING: The 2023 approved subdivision was not in relation to a master development plan. This criterion is not applicable.

3. ***Form of final plat. The final plat shall be prepared in conformance with the applicable standards of ORS 92 and the requirements of the Deschutes County Surveyor and Deschutes County Clerk. A reduced copy of the final plat shall also be provided on a sheet of paper measuring 8½ inches by 11 inches or 11 inches by 17 inches for public review requirements. The final plat data shall also be provided in an electronic format adaptive to the city's and county's computer mapping system.***

FINDING: The applicant's submitted plat conforms with the above requirements. This criterion is met.

B. *Requirements of survey and plat of subdivision.*

1. ***The survey for the plat of a subdivision shall be of such accuracy and with reference to such guidelines as required by ORS 92.***

FINDING: The applicant's submitted plat satisfies the above requirements; this criterion is met.

2. ***The survey and plat shall be made by a registered professional land surveyor.***

FINDING: The survey and plat were made by Alexander J. Hagen of BECON Engineering, a registered professional land surveyor. This criterion is met.

3. ***The plat shall be of such scale that all survey and mathematical information, and all other details, may be clearly and legibly shown thereon.***

FINDING: The applicant's submitted survey is at such a scale that all the information is clear and legible. This

criterion is met.

4. ***The locations and descriptions of all monuments shall be recorded upon all plats and the proper courses and distances of all boundary lines shown.***

FINDING: The applicant's submitted survey map includes all the above. This criterion is met.

- C. ***Monumentation requirements. Monumentation of all subdivisions and plats therefor shall be in compliance with the provisions of ORS 92.060 and 92.065.***

FINDING: To ensure compliance with the above criterion, the following condition of approval has been added.

Monumentation: Monumentation of the applicants proposed subdivision shall be in compliance with the provisions of ORS 92.060 and 92.065.

- D. ***Information required on final plat. In addition to that required by the tentative plan approval or otherwise required by law, the following information shall be shown on the final plat:***
 1. ***All survey reference information.***
 2. ***Tract and lot boundary lines, and street rights-of-way and centerlines, with dimensions, bearings or deflection angles. Tract boundaries and street bearings shall be to the nearest second; distances to the nearest 0.01 feet. No ditto marks are permitted.***
 3. ***Width of streets being dedicated. Curve data based on centerlines for streets on curvature; the radius, central angle, arc length, chord length and chord bearing shall be shown.***
 4. ***Easements denoted by fine dotted lines, clearly identified and, if already of record, their recorded reference.***
 5. ***Lot numbers beginning with the number "1" and numbered consecutively and without omission, in sequential order with phasing if applicable.***
 6. ***The initial point shall be marked with an aluminum pipe or galvanized iron pipe not less than two inches inside diameter, 30 inches long before flaring with a 2½ inch minimum diameter aluminum or galvanized cap as appropriately securely attached marked with steel ties with the following information for that subdivision: initial point, subdivision name, year and land surveyor registration number.***

FINDING: The applicant's submitted plat mat includes all of the information required by the above subsection. These criteria are met.

- E. ***Certificates required on final plat. The following certificates are required on the final plat:***
 1. ***Certificate signed and acknowledged by all parties having record title interest in the land, consenting to the preparation and recording of the plat.***
 2. ***Certificate signed and acknowledged as above dedicating all land intended for public use.***
 3. ***Certificate with the seal of and signed by the land surveyor responsible for the survey and the final plat preparation.***
 4. ***Certificate for the county surveyor.***
 5. ***Certificate for the county tax collector.***
 6. ***Certificate for the county assessor.***
 7. ***Certificates for the city public works director and city planning official or other duly designated city representative.***
 8. ***Other certificates required by state law or by the city.***
 9. ***Certificate for approval or execution by the city council.***

FINDING: The applicant's submitted plat map includes all the above certificates. Staff notes that the applicant shall be the party responsible to gather all required signatures on the plat map before recording.

F. *Supplemental information with final plat. The following data, in addition to any other data required as a part of the tentative plan approval, shall be submitted with the final plat:*

1. *A preliminary title report issued by a title insurance company in the name of the owner of the land, showing all parties whose consent is necessary, and evidence of a clear and marketable title.*

FINDING: The applicant submitted a preliminary title report dated April 22, 2022, issued by First AmeriTitle. The report included all the above referenced requirements. This criterion is met.

2. *A copy of any deed restrictions or protective covenants applicable to the subdivision or planned unit development.*

FINDING: The applicant indicated that there would be no deed restrictions or protective covenants applicable to this subdivision. This criterion is not applicable.

3. *A copy of any dedication requiring separate documents such as for parks, playgrounds and the like.*

FINDING: The applicant indicated that the subdivision does not include any dedications for parks, playground, nor the like. This criterion is not applicable.

4. *A copy of any homeowner's association agreements proposed or required for the development.*

FINDING: The applicant indicated that the subdivision does not include any homeowner's association agreements. This criterion is not applicable.

5. *For any and all improvements such as streets, sewer, water, utilities and the like that are required or proposed as a part of the tentative plan approval, the following shall be required to be submitted with the final plat, and such shall be prepared by a licensed surveyor or engineer:*

a. *Cross-sections of proposed streets, widths of roadways, types of surfacing, curb locations and specifications, width and location of sidewalks, other pedestrian ways and/or bikeways.*

b. *Plans and profiles of proposed sanitary sewers, location of manholes and proposed drainage facilities.*

c. *Plans and profiles of proposed water distribution systems showing pipe sizes, location of valves and fire hydrants as applicable.*

d. *Specifications for the construction of all proposed utilities.*

e. *Proof of guaranteed access to the primary serving public street or highway.*

f. *Digital data of construction plans and as-built specifications for all improvements in a format approved by the city engineer, public works director or other duly designated city representatives, such being necessary for electronic record keeping.*

FINDING: The applicant provided as built drawings prepared by BECON Civil Engineering. The submitted drawings

include all the above requirements. These criteria are met.

- G. *Technical review of final plat. Within five working days of receipt of the final plat submittal, the planning official shall initiate a technical review of the submittal as provided herein.***
- 1. *Notification of the receipt of, and opportunity for review thereof, shall be given to the public works director, city engineer, utility companies and any other affected agencies.***
 - 2. *The parties shall complete the technical plat review and shall submit findings to the city planning official within ten days of the notice.***
 - 3. *Based on the reviews, should the planning official determine that full conformity has not been made, the subdivider shall be advised thereof of the needed changes or additions and shall be afforded a reasonable opportunity (not to exceed 30 days) to make the changes or additions.***

FINDING: The final plat was reviewed by the City Engineer, Public Works Director, and Midstate Electric Cooperative. None of the agencies identified deficiencies in the submitted plat that needed to be addressed. These criteria are met.

- 4. *Other required procedures for processing a final plat are set forth in section 15.414.030.***

FINDING: LPDC Section 15.414.030 relates to final plat processing for boundary line adjustments. The subject application is for final plat review of a subdivision and therefore, the above criterion is not applicable.

- H. *Review and approval of final plat. Within 30 days following the receipt of a complete application for the final plat of any land division reviewed by the city, the planning official shall review the final plat to verify that the plat is submitted in accordance with the tentative plan approval.***
- 1. *If the city planning official does not approve the final plat, the subdivider shall be advised of the reasons therefor, and shall be provided an opportunity to make corrections.***
 - 2. *If the city planning official approves the final plat, approval shall be indicated by the signature of the planning official, on the plat.***

FINDING: Staff reviewed the applicants submitted materials and the applicant was notified that several pieces of information required under LPDC Section 15.406.020(F) were missing. The applicant provided the requested materials in a timely manner. These criteria are met.

- I. *Final plat approval requirements. No final plat for a proposed subdivision shall be approved unless it is found to comply with the following minimum standards:***
- 1. *The final plat is found to be in strict compliance with the tentative plan approval and all conditions set forth thereby.***

FINDING: The proposed subdivision was approved under City of La Pine File No 02SUB-22. That decision included conditions of approval which must be completed prior to Final Plat approval. The applicant included a narrative addressing the required conditions of approval, and staff verified that the conditions have been met. Criteria met.

- 2. *Streets and roads for public use are dedicated without any reservations or restrictions.***

FINDING: The applicant's submitted plat map includes the following declaration:

KNOW ALL PERSONS BY THESE PRESENTS, THAT RESIDEPNW, LLC, AMENDED AND RESTATED PATTERSON FAMILY 2000 TRUST, AND EHP PARTNERS, OWNERS, HAVE CAUSED THE LANDS HEREIN DESCRIBED TO BE SURVEYED AND PLATTED INTO LOTS 1 THROUGH 22 AND AS SHOWN HEREON, ACCORDING TO THE

PROVISIONS OF O.R.S. CHAPTER 92,

AND DEDICATES TRAILHEAD LOOP AS SHOWN HEREON TO THE PUBLIC FOREVER FOR ROAD AND UTILITY PURPOSES;

AND FURTHER DEDICATES TO THE PUBLIC FOREVER, THE PUBLIC UTILITY EASEMENTS (PUE) SHOWN HEREON;

AND HEREBY GRANTS THE PRIVATE ACCESS EASEMENT AS SHOWN HEREON FOR THE BENEFIT OF ALL LOTS;

AND HEREBY SUBMIT FOR APPROVAL AND RECORD THIS SUBDIVISION PLAT.

Staff finds this statement indicates all the public roads within the proposed final plat will be dedicated for public use without any reservations or restrictions. This criterion is met.

3. Streets and roads held for private use are clearly indicated.

FINDING: The applicant's plat map does not include any streets or roads that are intended for private use. This criterion does not apply.

4. The plat contains a donation to the public of all common improvements and public uses proposed or required as a condition of approval of the tentative plan.

FINDING: The applicant's submitted plat map includes the above requirements. This criterion is met.

5. All proposed or required improvements have either been completed and approved by the city or that a development agreement establishing timeframes and any required bond, contract or other assurance therefor has been provided for and approved by the city planning official or other duly designated city representative.

FINDING: Most of the public works' improvements that were required have been complete and approved by the City Engineer and Public Works Director, and the rest have been bonded for in an amount that has been approved by the City. This criterion is met.

J. Recording of final plat. Approval of the final plat shall be null and void if the plat is not recorded within 45 days after the date of approval of the city planning official.

- 1. After obtaining all required approvals and signatures, the subdivider shall file the plat and an exact copy thereof in the county clerk's office.**
- 2. No plat shall be recorded unless all ad valorem taxes and special assessments, fees or other charges required by law to be placed upon the tax rolls which have become a lien or which will become a lien during the calendar year on the subdivision have been paid.**
- 3. Copies of the recorded plat shall be provided to the city recorder, city planning official, and county surveyor at the developer's expense. The format and number of copies required shall be as specified on the application form. The county surveyor may request an additional number of copies required at time of final plat review if deemed appropriate.**

FINDING: Staff includes the above criteria as a condition of approval to ensure compliance.

Recording of Final Plat. Approval of the final plat shall be null and void if the plat is not recorded within 45 days

after the date of approval of the city planning official.

1. After obtaining all required approvals and signatures, the subdivider shall file the plat and an exact copy thereof in the county clerk's office.
2. No plat shall be recorded unless all ad valorem taxes and special assessments, fees or other charges required by law to be placed upon the tax rolls which have become a lien or which will become a lien during the calendar year on the subdivision have been paid.
3. Copies of the recorded plat shall be provided to the city recorder, city planning official, and county surveyor at the developer's expense. The format and number of copies required shall be as specified on the application form. The county surveyor may request an additional number of copies required at time of final plat review if deemed appropriate.

Chapter 15.418, Processing and Recording Procedures²

Section 15.418.010, Processing and Recording Subdivision and Partition Maps

- A. *Submit one reproducible paper, vellum or Mylar map copy to the county surveyor.***
- B. *Submit closure sheets for the surveyor's certificate and a closure sheet for each lot or parcel created, and a closure sheet for dedicated areas such as roadways or public facility lots.***
- C. *Submit the required county surveyor review fee as appropriate for the subdivision or partition.***
- D. *Submit a title report for the subdivision.***
- E. *Submit a post-monumentation certificate stating the intent and completion date and a bonding estimate for all subdivision plats proposed for post-monumentation. The bonding estimate is to be 120 percent of the estimated actual costs, office and field.***
- F. *After preliminary initial review of the plat, resubmit the final plat prepared on double matte four mil minimum thickness Mylar, with corrections made, to the county surveyor for final approval and signature.***
- G. *Remaining approval signatures shall then be executed and the final maps and an exact copy thereof submitted to the county surveyor for recording into the survey records prior to submittal to the county clerk for recording. The exact copy shall comply with the requirements of ORS 92 and other applicable statutes and be submitted on four mil thickness Mylar.***
- H. *The county surveyor recording fee shall be submitted with the final plat along with any required post-monumentation bond or letter executed by the city attorney that the bonding requirements are met.***
- I. *The plat shall then be submitted to the county clerk along with the required recording fee. After recording information is placed on the exact copy by the county clerk, the exact copy and the required number of prints showing the recording information shall be submitted to the county surveyor to complete the process. The number of prints required shall be 12 for a subdivision plat and six prints for a partition unless a greater number is requested by the county surveyor at initial review.***
- J. *Copies of the exact copy of the final plat showing the recording information shall also be submitted to the city planning official, together with an electronic copy in a format approved by the city. The scale and format of the plans and the number of copies required shall be as specified on the application form.***

FINDING: Staff includes this section for reference to the applicant, so they are aware of the process to record the approved final plat.

V. CONCLUSION

² State Law reference— Final approval of plats and plans, ORS 92.010 et seq.

Based on the foregoing findings, City staff concludes that the proposed use can comply with the applicable standards and criteria of the City of La Pine Development Code if the conditions of approval are met.

Other permits may be required. The applicants are responsible for obtaining any necessary permits from the Deschutes County Building Division and Deschutes County Environmental Soils Division as well as any required state and federal permits.

VI. DECISION

APPROVAL, subject to the following conditions of approval.

VII. CONDITIONS OF APPROVAL:

AT ALL TIMES

- A. Application Materials: This approval is based upon the application, site plan, specifications, and supporting documentation submitted by the applicant. Any substantial change in this approved use will require review through a new land use application.
- B. Additional Permit Requirements: The applicant shall obtain necessary permits from the City of La Pine, Deschutes County Building Department, Deschutes County Onsite Wastewater Department, and any other necessary State or Federal permits.
- C. Confirmation of Conditions: The applicant shall be responsible for confirming in detail how each specific condition of approval has been met if requested by City staff.
- D. Monumentation: Monumentation of the applicants proposed subdivision shall be in compliance with the provisions of ORS 92.060 and 92.065.
- E. Public Improvements: The as built plans shall be completed and duly filed within 30 days of the completion of the improvements.
- F. Recording of Final Plat. Approval of the final plat shall be null and void if the plat is not recorded within 45 days after the date of approval of the city planning official.
 - 1. After obtaining all required approvals and signatures, the subdivider shall file the plat and an exact copy thereof in the county clerk's office.
 - 2. No plat shall be recorded unless all ad valorem taxes and special assessments, fees or other charges required by law to be placed upon the tax rolls which have become a lien or which will become a lien during the calendar year on the subdivision have been paid.
 - 3. Copies of the recorded plat shall be provided to the city recorder, city planning official, and county surveyor at the developer's expense. The format and number of copies required shall be as specified on the application form. The county surveyor may request an additional number of copies required at time of final plat review if deemed appropriate.
- G. Previous Conditions: All relevant conditions of approval under La Pine File No 01SUB-22 remain in effect.
- H. Sewer Lateral Use: ***Prior to occupancy***, the developer shall not make use of the sewer lateral until the City has completed the Industrial Park Lift Station Improvement Project.

VIII. DURATION OF APPROVAL, NOTICE, AND APPEALS

This approval shall lapse, and a new approval shall be required, if the use approved in this permit is not initiated within 45 days of the date that this decision becomes final, or if development of the site is in violation of the approved plan or other applicable codes.

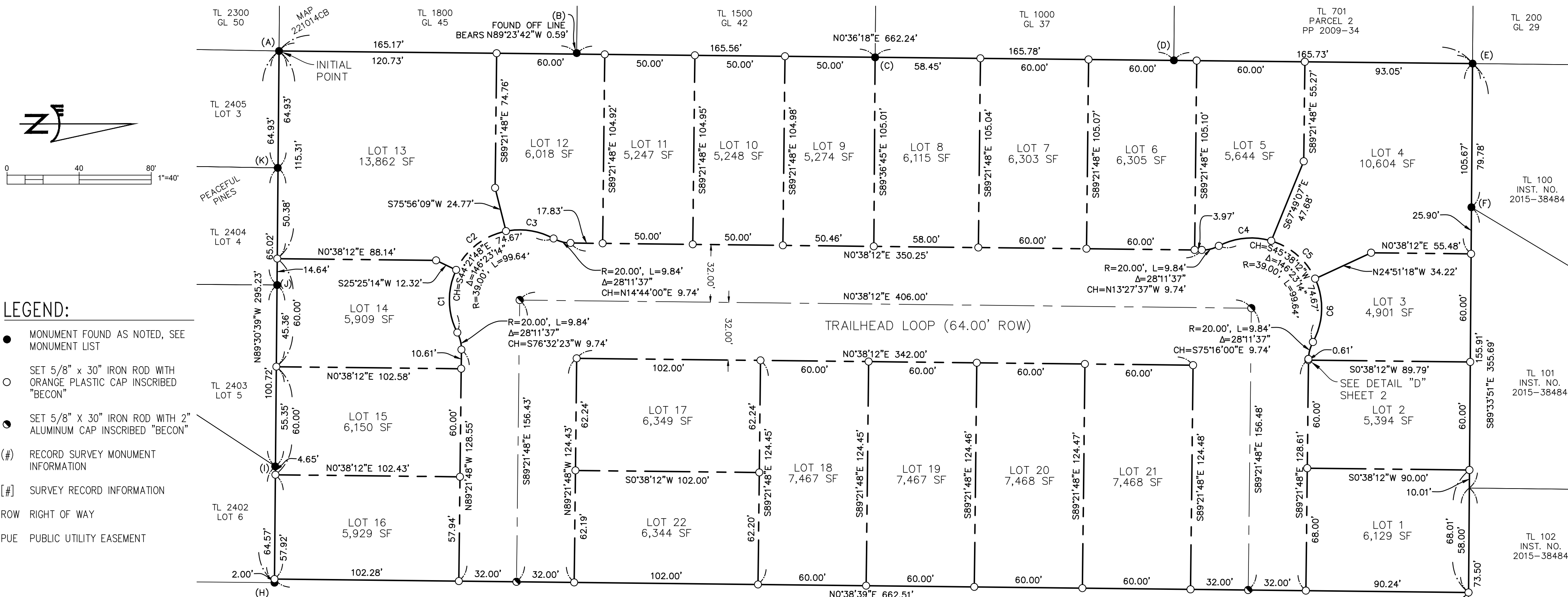
THIS DECISION BECOMES FINAL TWELVE (12) DAYS AFTER THE DATE MAILED, UNLESS APPEALED BY THE APPLICANT OR A PARTY OF INTEREST IN ACCORDANCE WITH ARTICLE 7, CHAPTER 15.212 OF THE CITY OF LA PINE LAND DEVELOPMENT CODE. PURSUANT TO ARTICLE 7, CHAPTER 15.212 OF THE CITY OF LA PINE LAND DEVELOPMENT CODE, APPEALS MUST BE RECEIVED BY 5:00 PM ON THE 12TH DAY FOLLOWING MAILING OF THIS DECISION.

CITY OF LA PINE COMMUNITY DEVELOPMENT DEPARTMENT

Written By: Brent Bybee, Community Development Director

TRAILHEAD AT ANCHOR WAY

A REPLAT OF A PORTION OF GOVERNMENT LOTS 35, 36, 43, AND 44
 LOCATED IN THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 22 SOUTH, RANGE 10 EAST,
 WILLAMETTE MERIDIAN, CITY OF LA PINE, DESCHUTES COUNTY, OREGON.
 CITY OF LA PINE PLANNING FILE NUMBER 01SUB-22



- LEGEND:**
- MONUMENT FOUND AS NOTED, SEE MONUMENT LIST
 - SET 5/8" x 30" IRON ROD WITH ORANGE PLASTIC CAP INSCRIBED "BECON"
 - SET 5/8" x 30" IRON ROD WITH 2" ALUMINUM CAP INSCRIBED "BECON"
 - (#) RECORD SURVEY MONUMENT INFORMATION
 - [#] SURVEY RECORD INFORMATION
 - ROW RIGHT OF WAY
 - PUE PUBLIC UTILITY EASEMENT

MONUMENTS OF RECORD

- (A) FOUND 5/8" IRON ROD SET IN [1], INITIAL POINT
- (B) FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP INSCRIBED "OMAN PLS 702" SET IN [3], OUT OF POSITION, BEARS N89°23'42"W 0.59 FEET FROM LINE
- (C) FOUND 5/8" IRON ROD, NO RECORD
- (D) FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP INSCRIBED "HWA" SET IN [6]
- (E) FOUND 5/8" IRON ROD WITH RED PLASTIC CAP INSCRIBED "LS 1020" SET IN [2]
- (F) FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP INSCRIBED "OMAN PLS 702" SET IN [4]
- (G) FOUND 5/8" IRON ROD SET IN [3]
- (H) FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP INSCRIBED "OMAN PLS 702" SET IN [3]
- (I) FOUND 5/8" IRON ROD SET IN [5]
- (J) FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP INSCRIBED "SCE&S" SET IN [5]
- (K) FOUND 5/8" IRON ROD SET IN [5]
- (L) FOUND 1/2" IRON ROD, NO RECORD

SURVEY REFERENCES

- [1] CS 07938 BY EDGAR W. GRAVES FILED OCTOBER 10, 1984, DESCHUTES COUNTY SURVEY RECORDS
- [2] CS 04815 RECORD OF SURVEY BY GEORGE W. COLVIN JR. FILED SEPTEMBER 20, 1990, DESCHUTES COUNTY SURVEY RECORDS
- [3] CS 11788 BOUNDARY SURVEY BY RAYMOND E. OMAN FILED MARCH 30, 1994, DESCHUTES COUNTY SURVEY RECORDS
- [4] CS 11961 BOUNDARY SURVEY BY RAYMOND E. OMAN FILED SEPTEMBER 27, 1994, DESCHUTES COUNTY SURVEY RECORDS
- [5] CS 17069 PEACEFUL PINES BY MICHAEL W. TYE FILED OCTOBER 4, 2006, DESCHUTES COUNTY SURVEY RECORDS
- [6] CS 18058 PARTITION PLAT NUMBER 2009-34 BY PETER A. MANLEY FILED OCTOBER 9, 2009, DESCHUTES COUNTY SURVEY RECORDS

BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS SURVEY IS GPS OBSERVATION IN THE OCRS BEND-REDMOND-PRINEVILLE PROJECTION USING THE ORGN NETWORK, NAD83 (2011) 2010.00.

JOB NO.: 21266
 CLIENT: RESIDEPNW, LLC
 DATE: AUGUST 20, 2024
 DRAWN BY: AJH

CURVE TABLE				
CURVE #	RADIUS	LENGTH	DELTA	CHORD
C1	39.00'	36.06'	52°58'40"	S88°55'54"W 34.79'
C2	39.00'	36.32'	53°21'31"	N37°54'00"W 35.02'
C3	39.00'	27.26'	40°03'04"	N8°48'17"E 26.71'
C4	39.00'	29.97'	44°02'09"	N5°32'21"W 29.24'
C5	39.00'	33.13'	48°39'59"	N40°48'43"E 32.14'
C6	39.00'	36.54'	53°41'07"	S88°00'44"E 35.22'

SHEET INDEX

- 1. BOUNDARY, LOTS 1-22, TRAILHEAD LOOP
- 2. PROPOSED EASEMENTS, TITLE EXCEPTIONS, DETAILS
- 3. SURVEYOR'S NARRATIVE, SURVEYOR'S CERTIFICATE, DECLARATION, DECLARATION SIGNATURES, APPROVALS



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

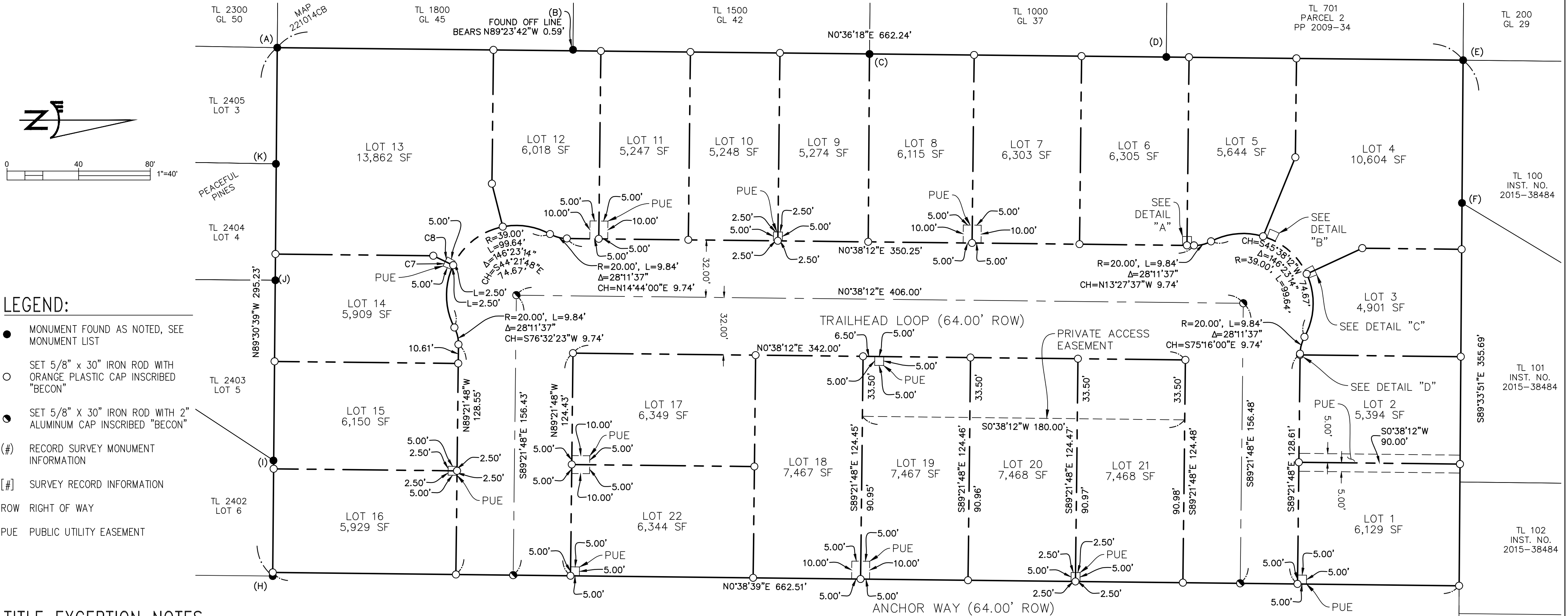
REGISTERED PROFESSIONAL LAND SURVEYOR

OREGON
 MARCH 14, 2023
 ALEXANDER J. HAGEN
 93901

RENEWS: JUN. 30, 2025

TRAILHEAD AT ANCHOR WAY

A REPLAT OF A PORTION OF GOVERNMENT LOTS 35, 36, 43, AND 44
 LOCATED IN THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 22 SOUTH, RANGE 10 EAST,
 WILLAMETTE MERIDIAN, CITY OF LA PINE, DESCHUTES COUNTY, OREGON.
 CITY OF LA PINE PLANNING FILE NUMBER 01SUB-22

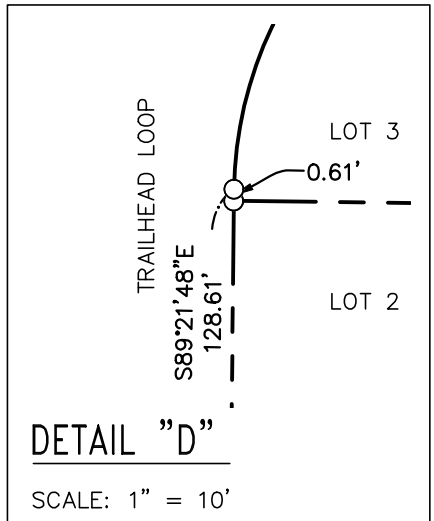
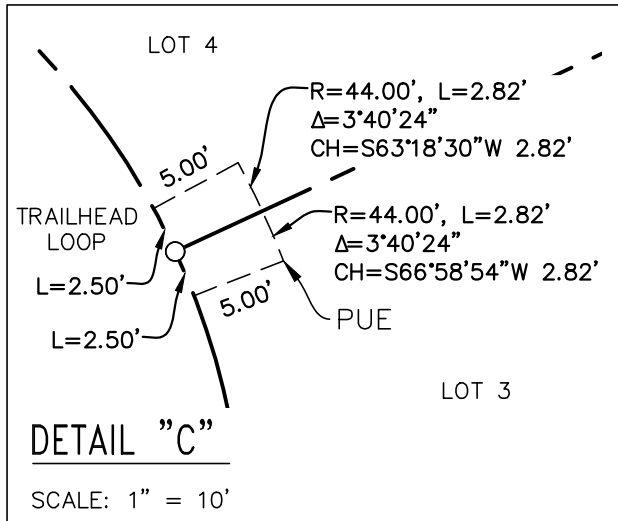
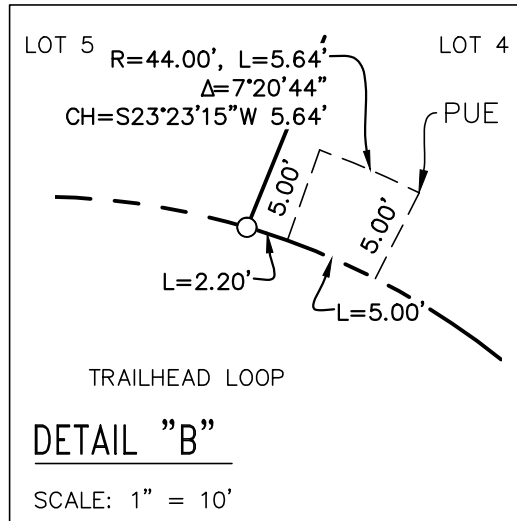
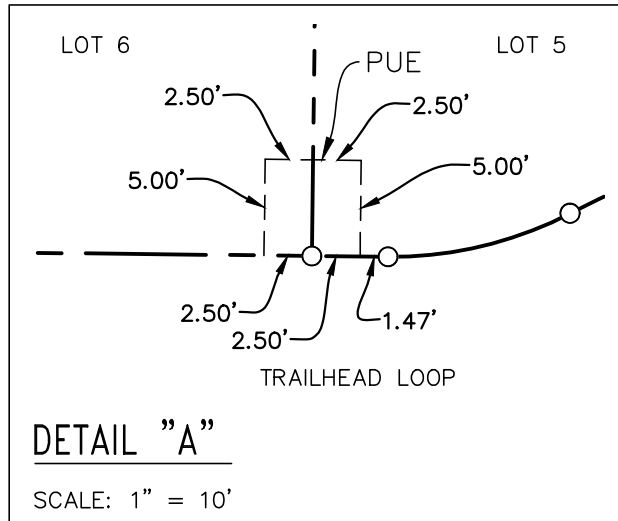


- LEGEND:**
- MONUMENT FOUND AS NOTED, SEE MONUMENT LIST
 - SET 5/8" X 30" IRON ROD WITH ORANGE PLASTIC CAP INSCRIBED "BECON"
 - SET 5/8" X 30" IRON ROD WITH 2" ALUMINUM CAP INSCRIBED "BECON"
 - (#) RECORD SURVEY MONUMENT INFORMATION
 - [#] SURVEY RECORD INFORMATION
 - ROW RIGHT OF WAY
 - PUE PUBLIC UTILITY EASEMENT

TITLE EXCEPTION NOTES

1. GOVERNMENT LOT 35 IS SUBJECT TO A RIGHT OF WAY NOT EXCEEDING 33 FEET PER PATENT NUMBER 1150481 RECORDED IN BOOK 113, PAGE 350, DESCHUTES COUNTY DEED RECORDS
2. GOVERNMENT LOT 36 IS SUBJECT TO A RIGHT OF WAY NOT EXCEEDING 33 FEET PER PATENT NUMBER 1150796 RECORDED IN BOOK 110, PAGE 381, DESCHUTES COUNTY DEED RECORDS
3. GOVERNMENT LOT 43 IS SUBJECT TO A RIGHT OF WAY NOT EXCEEDING 33 FEET PER PATENT NUMBER 1139229 RECORDED AS BOOK 138, PAGE 647, DESCHUTES COUNTY DEED RECORDS
4. LA PINE SPECIAL SEWER DISTRICT SEWERAGE SYSTEM EASEMENT RECORDED AS INSTRUMENT NUMBER 2003-77015, DESCHUTES COUNTY OFFICIAL RECORDS, AFFECTS GOVERNMENT LOT 36, EASEMENT IS BLANKET IN NATURE AND NOT SHOWN HEREON, UTILITIES WERE REMOVED AS PART OF DEVELOPMENT
5. LA PINE SPECIAL SEWER DISTRICT SEWERAGE SYSTEM EASEMENT RECORDED AS INSTRUMENT NUMBER 2004-29774 AFFECTS GOVERNMENT LOT 43, EASEMENT IS BLANKET IN NATURE AND NOT SHOWN HEREON, UTILITIES WERE REMOVED AS PART OF DEVELOPMENT

CURVE TABLE				
CURVE #	RADIUS	LENGTH	DELTA	CHORD
C7	44.00'	2.82'	3°40'24"	S66°24'58"E 2.82'
C8	44.00'	2.82'	3°40'24"	S62°44'34"E 2.82'



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

REGISTERED PROFESSIONAL LAND SURVEYOR

OREGON
 MARCH 14, 2023
 ALEXANDER J. HAGEN
 93901

RENEWS: JUN. 30, 2025

TRAILHEAD AT ANCHOR WAY

A REPLAT OF A PORTION OF GOVERNMENT LOTS 35, 36, 43, AND 44
LOCATED IN THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 22 SOUTH, RANGE 10 EAST,
WILLAMETTE MERIDIAN, CITY OF LA PINE, DESCHUTES COUNTY, OREGON.
CITY OF LA PINE PLANNING FILE NUMBER 01SUB-22

SURVEYOR'S NARRATIVE

THE PURPOSE OF THIS SURVEY IS TO REPLAT GOVERNMENT LOTS 35, 36, 43, AND 44 LOCATED IN THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 22 SOUTH, RANGE 10 EAST, WILLAMETTE MERIDIAN, CITY OF LA PINE, DESCHUTES COUNTY, OREGON.

THE PROPERTY IS TO BE SUBDIVIDED INTO LOTS 1 THROUGH 22 AND PUBLIC RIGHT OF WAY AS SHOWN PURSUANT TO CITY OF LA PINE PLANNING FILE NUMBER 01SUB-22.

MONUMENTS FOUND ARE SHOWN AND WERE HELD AS SHOWN TO DETERMINE THE BOUNDARY OF THIS PLAT. FOUND MONUMENT (B), BEING ALSO THE NORTHWEST CORNER OF GOVERNMENT LOT 44, WAS FOUND OUT OF RECORD POSITION AND WAS NOT HELD.

SURVEYOR'S CERTIFICATE

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

THAT THE INITIAL POINT IS A 5/8" IRON ROD, SAID POINT BEING THE SOUTHWEST CORNER OF GOVERNMENT LOT 44 LOCATED IN THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 22 SOUTH, RANGE 10 EAST, WILLAMETTE MERIDIAN, CITY OF LA PINE, DESCHUTES COUNTY, OREGON, AND THE FOLLOWING IS A TRUE AND CORRECT DESCRIPTION OF THE PROPERTY PLATTED:

GOVERNMENT LOTS 35, 36, 43, AND 44, EXCEPTING THEREFROM THE EAST 32 FEET OF SAID GOVERNMENT LOTS.

CONTAINS 4.46 ACRES, MORE OR LESS.

DECLARATION

KNOW ALL PERSONS BY THESE PRESENTS, THAT RESIDEPNW, LLC, AMENDED AND RESTATED PATTERSON FAMILY 2000 TRUST, AND EHP PARTNERS, OWNERS, HAVE CAUSED THE LANDS HEREIN DESCRIBED TO BE SURVEYED AND PLATTED INTO LOTS 1 THROUGH 22 AND AS SHOWN HEREON, ACCORDING TO THE PROVISIONS OF O.R.S. CHAPTER 92,

AND DEDICATES TRAILHEAD LOOP AS SHOWN HEREON TO THE PUBLIC FOREVER FOR ROAD AND UTILITY PURPOSES;

AND FURTHER DEDICATES TO THE PUBLIC FOREVER, THE PUBLIC UTILITY EASEMENTS (PUE) SHOWN HEREON;

AND HEREBY GRANTS THE PRIVATE ACCESS EASEMENT AS SHOWN HEREON FOR THE BENEFIT OF ALL LOTS;

AND HEREBY SUBMIT FOR APPROVAL AND RECORD THIS SUBDIVISION PLAT.

DECLARATION SIGNATURES

GARY BLAKE, MEMBER, RESIDEPNW, LLC DATE

GARY PATTERSON, TRUSTEE, AMENDED AND RESTATED PATTERSON FAMILY 2000 TRUST DATE

DONALD N. BAUHOFFER, AUTHORIZED REPRESENTATIVE, EHP PARTNERS DATE

ACKNOWLEDGMENT

STATE OF OREGON

COUNTY OF DESCHUTES

ON THIS _____ DAY OF _____, 2024, BEFORE ME PERSONALLY APPEARED GARY BLAKE, MEMBER, RESIDEPNW, LLC, WHO BEING DULY SWORN, STATED THAT HE IS THE AGENT THAT IS AUTHORIZED TO EXECUTE THE FOREGOING INSTRUMENT AND ACKNOWLEDGED SAID INSTRUMENT TO BE HIS VOLUNTARY ACT AND DEED.

NOTARY PUBLIC _____

PRINTED NAME: _____

NOTARY PUBLIC-OREGON _____

COMMISSION NO. _____

MY COMMISSION EXPIRES _____, 20____.

ACKNOWLEDGMENT

STATE OF _____

COUNTY OF _____

ON THIS _____ DAY OF _____, 2024, BEFORE ME PERSONALLY APPEARED GARY PATTERSON, TRUSTEE, AMENDED AND RESTATED PATTERSON FAMILY 2000 TRUST, WHO BEING DULY SWORN, STATED THAT HE/SHE IS THE AGENT THAT IS AUTHORIZED TO EXECUTE THE FOREGOING INSTRUMENT AND ACKNOWLEDGED SAID INSTRUMENT TO BE HIS VOLUNTARY ACT AND DEED.

NOTARY PUBLIC _____

PRINTED NAME: _____

NOTARY PUBLIC-_____

COMMISSION NO. _____

MY COMMISSION EXPIRES _____, 20____.

ACKNOWLEDGMENT

STATE OF _____

COUNTY OF _____

ON THIS _____ DAY OF _____, 2024, BEFORE ME PERSONALLY APPEARED DONALD N. BAUHOFFER, AUTHORIZED REPRESENTATIVE, EHP PARTNERS, WHO BEING DULY SWORN, STATED THAT HE IS THE AGENT THAT IS AUTHORIZED TO EXECUTE THE FOREGOING INSTRUMENT AND ACKNOWLEDGED SAID INSTRUMENT TO BE HIS VOLUNTARY ACT AND DEED.

NOTARY PUBLIC _____

PRINTED NAME: _____

NOTARY PUBLIC-_____

COMMISSION NO. _____

MY COMMISSION EXPIRES _____, 20____.

APPROVALS

THIS PLAT HAS BEEN EXAMINED AND APPROVED BY:

DESCHUTES COUNTY SURVEYOR DATE

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

DESCHUTES COUNTY TAX COLLECTOR DATE

I HEREBY CERTIFY THAT ALL AD VALOREM TAXES, SPECIAL ASSESSMENTS, FEES, AND OTHER CHARGES REQUIRED BY LAW TO BE PLACED ON THE 2024-2025 TAX ROLL WHICH BECAME A LIEN OR WILL BECOME A LIEN ON THIS PARTITION DURING THIS TAX YEAR BUT NOT YET CERTIFIED TO THE TAX COLLECTOR FOR COLLECTION HAVE BEEN PAID, TO ME.

DESCHUTES COUNTY ASSESSOR DATE

CITY OF LA PINE PLANNING DIRECTOR DATE

CITY OF LA PINE PUBLIC WORKS DIRECTOR DATE

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

DESCHUTES COUNTY BOARD OF COMMISSIONERS DATE

WATER RIGHTS STATEMENT

THERE ARE NO WATER RIGHTS APPURTENANT TO THIS PROPERTY.



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

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
MARCH 14, 2023
ALEXANDER J. HAGEN
93901

RENEWS: JUN. 30, 2025