



MEETING AGENDA & PUBLIC HEARING NOTICE

City Council

Wednesday, February 25, 2025, at 6:30 p.m.

Maupin Civic Center (507 Grant Ave.) and virtually on Zoom:

<https://us02web.zoom.us/j/84802522147?pwd=SlZHSndod2RhY09NRE8xN0JOdjRWZz09> or dial 1-253-215-8782 (Meeting ID: 848 0252 2147 Passcode: 978965)

PUBLIC COMMENT: Individuals wishing to address City Council on items not already listed on the Agenda may do so during the Public Comment item on the Agenda. The maximum amount of time for all public comments under the Agenda item will be 15 minutes. Council will not engage in dialogue but can consider scheduling any matter as an Agenda item at a future Council Meeting. At other times throughout the meeting, please wait for the current speaker to conclude and raise your hand to be recognized by the Mayor for direction. Speakers are required to give their name and address. Please limit comments to three minutes, unless extended by the Mayor.

PLEASE NOTE: With the exception of Public Hearings, the Agenda is subject to last minute changes; times are approximate – please arrive early. Meetings are ADA accessible. For special accommodations please contact the City Recorder in advance at 541-395-2698. *Las reuniones son ADA accesibles. Por tipo de alojamiento especiales, por favor póngase en contacto con la registrador de la ciudad 541-395-2698.*

6:30 p.m.	Call to Order / Roll Call of City Council and Staff / Pledge of Allegiance
	Consent Agenda
	Public Comment
6:40 p.m.	Reports
6:50 p.m.	Wasco County Commissioner Candidate, Lisa Gambee
7:00 p.m.	Award City Grants
7:20 p.m.	Discussion: DRAFT RV Park Reservations Policy Resolution 02252026
7:30 p.m.	Communications
7:35 p.m.	Adjourn



CONSENT AGENDA

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Council to spend its time on significant items and issues. Any Council member may request that an item be withdrawn from the Consent Agenda and be placed in the business section of the Agenda.

DOCUMENTS

[Mayor/City Manager January 2026 Finance Report](#)

[Paid Invoices for January 2026](#)

[Minutes January 28, 2026, Council Meeting](#)

MOTION

I move to approve the Consent Agenda as presented.

I move to withdraw _____ from the Consent Agenda and place it in the business section of the Agenda.



City of Maupin
507 Grant Ave.
PO Box 308
Maupin, Oregon 97037

541-395-2698
cwolfe@cityofmaupin.org
cityofmaupin.org

MONTHLY FINANCE REPORT

We, the undersigned, have completed a review of the City of Maupin's fiscal records for the month of January 2026 consisting of the following:

Bank Statements & Reconciliations

(Umpqua (Columbia) Bank, Rivermark Community Credit Union, Local Government Investment Pool)

Accounts Payable

(Invoices & Checks)

Payroll

Finance Summary

We find the records to be accurate and present our signatures for approval.

Dated 11 day of February, 2026



Mayor Carol Beatty



City Manager, Nick Smith

**CITY OF MAUPIN
INVOICES PAID FOR THE MONTH**

January-26

Creditor:	Total	City	Water	Sewer	Street	Park	Fire	SWC Library	Street Impro
Anderson Perry / Water Tower	22,620.23		22,620.23						
Anderson Perry / General	1,175.00	1,175.00							
Barnett Towing & Service	1,886.04		868.62	868.62		148.80			
Bohns Printing	120.04	120.04							
Cable Huston / LUBA Attorney	19,364.56	19,364.56							
City of Maupin / Parks (water, sewer, recycle)	1,307.91					1,307.91			
City of Maupin / Park TLT 4th Qtr	509.97					509.97			
City of The Dalles	30.00		30.00						
Columbia River Affordable Portables	185.00					185.00			
Correct Equipment / Water Tower	11,755.60		11,755.60						
Elan Financial Service (Credit card)	8,483.51	3,709.49	1,310.09	1,014.16		1,243.94		1,205.83	
Empire Truck Works / snow plow	10,650.20		2,662.55	2,662.55	2,662.55	2,662.55			
H.D Fowler / 2nd & Staats	1,209.72		1,209.72						
High Desert Wildfire Defenders / OSFM Grant	6,400.00	6,400.00							
Honey Buns	54.00	54.00							
Kenekt'd Interneet Services / WiFi	1,039.78	149.98	69.98	69.98		444.90	69.98	234.96	
KPFF / Parks boat ramp	1,247.50					1,247.50			
Maupin Country Store & Hardware	347.84		125.66	125.66		96.52			
NW Office Interiors	2,837.12	2,837.12							
One Call Concepts	9.24		4.62	4.62					
Oregon Volunteer Firefighters Assoc / Dues	135.00						135.00		
Oxarc	61.40		30.70	30.70					
Pacer Propane	1,485.49	300.67	258.82	258.82		149.57	517.61		
ProNace / 2nd & Staats	37,264.45		37,264.45						
ProNace / 2nd & Lincoln	1,760.19		1,760.19						
Qlife /LSN Franchise pass through	327.39	327.39							
Richmond, David	26.50		26.50						
Richmond's Service / Main St. Grant	35,000.00	35,000.00							
Richmond's Service	1,405.02		604.28	604.28	45.00	80.78	70.68		
Seckora Consulting	195.00		195.00						
Southside Bank	21,028.54	8,411.42						12,617.12	
Staples	989.49	244.04	141.46			603.99			
Strohm, Colleen / Refund sold house	153.50	3.92	69.58	80.00					
ST1D Designs	100.00		40.00	20.00		40.00			
T-Bailey / Water Tower	1,237,446.00		1,237,446.00						
Text My Gov	1,500.00	1,500.00							
The Dalles Disposal	1,560.71	1,000.00				560.71			
USA Blue Book	173.55			173.55					
VanKoten & Cleveland LLC	1,236.04	1236.04							
Verizon	1,048.83	345.52	260.16	89.44		174.80	89.44	89.47	
Vestis	181.74	72.69						109.05	
Wasco County Clerk / Easement	115.00	115.00							
Wasco Electric	1,500.54	462.85	(13.01)	145.44	38.19	254.68	(7.18)	619.57	
	-								
	1,435,927.64	82,829.73	1,318,741.20	6,147.82	2,745.74	9,711.62	875.53	14,876.00	-
	1,435,927.64								



MINUTES

City Council Meeting

Wednesday, January 28, 2026

Maupin Civic Center (507 Grant Avenue) and virtually on Zoom

Call to Order / Roll call of City Council and Staff / Pledge of Allegiance

Mayor Beatty called the regular session meeting to order at 6:30 p.m. Roll call of City Council and Staff was conducted by Recorder Wolfe, Pledge of Allegiance led by Mayor Beatty.

Presiding: Mayor Beatty

Council Present: Shelby Dumire, Tom Troutman, Mike Foreaker, Kathy Peck, Matthias Kesler, Randy Bechtol

Council Absent: N.A

Staff Present: City Manager Nick Smith, Recorder Christine Wolfe, Admin. Asst. Doni Van Dolah, Park Manager John Odegard, Park Asst. Ginny Udey, Attorney Ruben Cleaveland

Staff Absent: N/A

Visitors Present: Medy & Tom Gantz, Rod Woodside, Rich Sutliff, Donna Henderson, Karen Miller, Kathy Conroy, Ken Hemphill, David Richmond, Becky Kelly, Cindy Bruno, John Bildsoe, Jon Helquist, Dixie Bergin, Eddy Ingram, Randy Lieb, Steve Colman

Consent Agenda

Councilor Dumire moved to approve the consent agenda as presented. Councilor Kesler second. The motion passed unanimously on a 7-0 vote. (Ayes: Carol Beatty, Shelby Dumire, Tom Troutman, Mike Foreaker, Kathy Peck, Matthias Kesler, Randy Bechtol. Nays: None).

Public Comment

Jon Helquist inquired on the Legion Hall Status. City Manager Smith stated we are waiting on the donors. Jon also inquired about the street crack repairs. City Manager Smith stated they have used the new crack-filling machine this past fall and when the weather warms up, we will be using it again.

Reports

City Manager Smith informed Council that the City has received notice from Senator Merkley's office the city has been awarded a million-dollar grant for water system improvements. Smith stated the grant has been approved and is awaiting final presidential signature and expected to be implemented in the summer 2026. Smith stated he would like to have a meeting with council to prioritize improvements from the water master plan. Councilors discussed the Fire Department fundraising activities, training and the Explorer program for youth. The Fire Department will hold a board meeting in the next couple of weeks to discuss these items.

Fire Department Award

The Dalles Chamber of Commerce sent an award to the Maupin Volunteer Fire Department for their outstanding service and dedication. Recorder Wolfe read a card from The Dalles Chamber and presented the award to several of our volunteers. Photos were taken with the award. A big thank you to all our volunteers and to The Dalles Chamber for Commerce for the award.

Discussion: RV Park Reservations & Policy update

Mayor Beatty gave the floor to Park Manager John Odegard. John proposed a new policy where deposits would not be refunded for cancellations made within 30 days, aiming to reduce overbooking

and increase occupancy during peak season. The RV Park will be implementing online booking only for advanced dates. Discussion included the potential impact of this policy change, loss of revenue from cancellations, difficulty filling empty camp sites in the 30-day window, agreement was made for a 90-day non-refundable deposit period and full price charges for no-shows, a credit system for cancellations after 90 days with credits expiring at year end. They briefly touched on potential rate increases and improvements to the park's facilities, including emergency repairs to the boat ramp while we are going through the environmental impact stage of new boat ramp. Council consensus for staff to bring a resolution of policy change to February Council meeting.

Discussion: Emergency Operation Plan Draft

Mayor Beatty opened the discussion on the Emergency Operation Plan Draft. Two or three weeks ago Nick and I attended the Wasco County Emergency Operations Plan training session. Several officials from cities and counties around the Dalles gathered to discuss this plan. Maupin has an annex in the Wasco County Plan, which is our playbook when we have an emergency. It outlines how we prepare, respond and recover from emergencies. There is a responsibility tree that lines out who does what. It mostly involves staff, Public works and the Fire Department. Councilors have a lesser responsibility. We (Carol, Nick and Christine) will do a tabletop exercise and determine where counselors are needed and any other gaps that would become present. Council discussion included power backup system, radio communication, facilities that are used during emergencies or needs they may have. Priority use of power, water system is #1, school seemed the most likely place for shelter. A correction to an evacuation route, page 23, 6.5. Evacuation routes. Southern Evacuation Routes: South on 197 to Upper River Access Road/BLM Access Road West. This road has a locked gate and no access out. Councilor Dumire made a motion to accept Maupin's Emergency Operations Plan with correction to remove evacuation route, South on 197 to Upper River Access Road/BLM Access Road West. Councilor Bechtol second. The motion passed unanimously on a 7-0 vote. (Ayes: Carol Beatty, Shelby Dumire, Tom Troutman, Mike Foreaker, Kathy Peck, Matthias Kesler, Randy Bechtol. Nays: None)

Communications

Oregon Bill LC 182 would require home insurers to consider wildfire prevention efforts. Email from Ron Walp stating he was glad the lighting moving forward and requested we bring a person from Hood River that is qualified to evaluate streetlights. Planning Commission has asked for written comments from the citizens on their thoughts about chickens in Maupin. Discussion on polling the community. Councilor Bechtol informed council the Library Foundation is requesting a MOU drawn up regarding the funds they are donating for a large payment on the Civic Center, (library portion) in 2030.

Adjourn

The next regular meeting will take place on Wednesday, February 28, 2026, at 6:30 p.m.
Mayor Beatty adjourned the meeting at 8:05 p.m.

Respectfully Submitted by Christine Wolfe, City Recorder

Signed: _____
Carol Beatty, Mayor

Attest: _____
Christine Wolfe, City Recorder

DRAFT



PUBLIC COMMENT

City Council places great value on testimony from the public. This time is set-aside for the public to speak on any subject which does not later appear on the agenda. Three minutes per person will be allowed. The maximum amount of time for all public comments under this agenda item will be 15 minutes. Council will not engage in dialogue but can consider scheduling any matter as an agenda item at a future Council Meeting.

People who wish to testify are encouraged to provide written summaries; recognize that substance, not length, determines the value of testimony; endorse, rather than repeat, testimony of other witnesses with whom you agree. Thank you for taking the time to present your views.



REPORTS

6:40 p.m.

DOCUMENTS

[City Manager Report](#) (Handout at meeting)

[Southern Wasco County Library Report](#)

[Chamber Report](#)

SWC Library Director's Report to City Council February 2026

January was a strong month for library engagement, with steady daily use and consistent program participation. Activity remained positive despite two holiday closure days and a temporary reduction in programs while I relocated to our new home. Youth, homeschool, and adult programs continue to drive library use and reinforce the library's role as a vital community hub.

February's planned events include a candle-making workshop, a community puzzle competition, and an Oregon Humanities Conversation Project presentation.

A recent analysis of weekly patron traffic showed that Saturdays are currently the library's slowest day. As a result, Saturday hours have been reduced to three open hours. This adjustment helps align staffing and operating time with actual use while maintaining weekend access for the community.

Staffing has also been strengthened with the recent hiring of a new on-call, part-time staff member, Anastasia Popchock, replacing Katie Veek who has moved to Portland. Anastasia will provide substitute coverage as needed and staff the shortened Saturday shift, allowing Katie Sowell to maintain regular hours Monday through Wednesday.

These adjustments reflect ongoing efforts to use staff time and public resources responsibly while sustaining consistent, community-centered library service.

Usage Statistics

- Total patron visits: 452
- Reference questions: 78
- Reading room use: 27
- Public computer and iPad use: 23
- Wi-Fi sessions: 33
- New library patrons registered: 4
- Self-directed activities: 28

Report to City of Maupin

February 2026



Garden Expo: March 14th 11am-2pm

We're once again sponsoring the Garden Expo, and working with the Garden Club to plan and promote the event. We had around 300 attendees last year, and are hopeful for another wonderful day of offering free seeds, gardening tips, activities, and vendors. We have also secured some great door prizes, and will have even more vendors and activities this year.

Starting A Successful Business: March 17th 5:30-7:0pm

We are collaborating with the Small Business Development Center and Maupin Works to put on this class for local entrepreneurs. We encourage all folks who have a new business idea to attend, and the event is free for students of SWCHS! Contact Jordan at the Chamber for more details.

Job Fair: April 14th 4pm-6pm

We'll be collaborating with the South Wasco County School District to host a job fair in April. Businesses are encouraged to set up a booth to discuss career paths and job opportunities with high school students and other members of the public. All are encouraged to attend to learn about local employment opportunities.

Maupin Daze: Save the Date: 5/16/26

We already have 25 vendors signed up to attend Maupin Daze, and are looking forward to collaborating with the library and the city to host another great day celebrating all things Maupin! Due to the success of last year's 5K, we've added a 10K option for participants. Registration for the race will open up on February 25th, and all proceeds to go support Redside Athletics. Smock Dogs will perform again at 12pm, and the library will also be providing some kind of family entertainment. Vendor and parade registration is live on the chamber website: maupinoregon.com.

Governor's Conference: March 9-11

Chamber Director, Jordan Beloner, and MACC Board Member Kate Wallace will be attending the Oregon Governor's Conference on Tourism next month. We look forward to connecting with others in the Oregon tourism industry, collaborating with our regional partners, and learning how we can better support our local economy.

Next Board Meeting: Thursday, March 19th - 4pm at Maupin Works



WASCO COUNTY COMMISSIONER CANADATE, LISA GAMBEE

6:50 p.m.

DOCUMENTS

N/A

MOTION

N/A



AWARD CITY GRANTS

7:00 p.m.

DOCUMENTS

[Senior Class Parent Group](#)

[Maupin Dig & Hoe Garden Club](#)

[Maupin Community Center](#)

[The Life Raft Pantry](#)

MOTION

I make a motion to award a City Grant to the **Senior Class Parent Group** in the amount of \$_____.

I make a motion to award a City Grant to the **Maupin Dig & Hoe Garden Club** in the amount of \$_____.

I make a motion to award a City Grant to the **Maupin Community Center** in the amount of \$_____.

I make a motion to award a City Grant to **The Life Raft Pantry** in the amount of \$_____.



2026 Non profit Grant Fund

The City of Maupin recognizes the services and benefits provided by local charitable organizations and is proud to contribute to those charities. The request opens on February 1 and closes on February 16. Grants will be awarded at the City Council meeting in February, and nonprofits will receive checks in March. If you have any questions about the grant or eligibility, please contact City Hall.

Nonprofit Name *

MAUPIN COMMUNITY CENTER

Tax Exempt Status and Number *

DOMESTIC NONPROFIT CORP. 237495890

Contact Person Full Name *

SARA

MORELLI

First Name

Last Name

Contact Person Phone Number *

[REDACTED]

Please enter a valid phone number.

Contact Person Email *

[REDACTED]

MAUPINCOMMUNITYCENTERBOARD@GROUPS.OUTLOOK.COM

example@example.com

Organization Mailing Address *

MAUPIN COMMUNITY CENTER

[REDACTED]

MAUPIN, OREGON

97037

Mailing Address

Mailing Address Line 2

Organization Phone Number *

Organization E-mail *

MAUPINCOMMUNITYCENTERBOARD@GROUPS.OUTLOOK.COM

example@example.com

Amount Requested *

\$1000.00

Purpose for the Funds: *

WOULD GO TOWARD PREPARING THE LEGION HALL FOR OPENING TO THE COMMUNITY

How will the intended purpose benefit the citizens of Maupin? *

WE ARE A COMMUNITY CENTER FOR OUR COMMUNITY TO SERVE IN THE CAPACITY NEEDED.



2026 Non profit Grant Fund

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Nonprofit Name *

The Life Raft Pantry

Tax Exempt Status and Number *

85-1412513

Contact Person Full Name *

Kathie

Richey

First Name

Last Name

Contact Person Phone Number *

[Redacted]

Please enter a valid phone number.

Contact Person Email *

[Redacted]

example@example.com

Organization Mailing Address *

[Redacted]

Maupin, Or.97037

[Redacted]

Mailing Address

same

Mailing Address Line 2

Organization Phone Number *

[Redacted]

Organization E-mail *

theliferaftpantry@gmail.com

example@example.com

Amount Requested *

\$1,000.00

Purpose for the Funds: *

To purchase a utility trailer to store, process and transport refundables to Redmond.

How will the intended purpose benefit the citizens of Maupin? *

Our Food2Buy Fundraiser has began it's third year, 100% of all refundables collected or donated goes to buying needed food to help feed our community.

Submit



2026 Non profit Grant Fund

The City of Maupin recognizes the services and benefits provided by local charitable organizations and is proud to contribute to those charities. The request opens on February 1 and closes on February 16. Grants will be awarded at the City Council meeting in February, and nonprofits will receive checks in March. If you have any questions about the grant or eligibility, please contact City Hall.

Nonprofit Name *

Senior Class Parent Group

Tax Exempt Status and Number *

92-2978522

Contact Person Full Name *

Shelley Iverson

First Name

Last Name

Contact Person Phone Number *

[Redacted]

Please enter a valid phone number.

Contact Person Email *

[Redacted]

example

Organization Mailing Address *

[Redacted]

Maupin

OR 97037

Mailing Address

Mailing Address Line 2

Organization Phone Number *

Organization E-mail *

example@example.com

Amount Requested *

Purpose for the Funds: *

The class of 2026 is one of the largest classes in recent history. We are trying to raise funds for the seniors to have a celebration night free of drugs & alcohol. A safe & fun night. We have been busy raising funds - but with almost 26 kids in the class - we are struggling to raise enough.

How will the intended purpose benefit the citizens of Maupin? *

26 kids in the senior class. A lot of our citizens have ties with the class. A huge purpose if we were to receive funds - is keeping kids off of the streets & from partying the night of graduation. Keeping all of our citizens safe.



2026 Non profit Grant Fund

The City of Maupin recognizes the services and benefits provided by local charitable organizations and is proud to contribute to those charities. The request opens on February 1 and closes on February 16. Grants will be awarded at the City Council meeting in February, and nonprofits will receive checks in March. If you have any questions about the grant or eligibility, please contact City Hall.

Nonprofit Name *

MAUPIN DIG + HOE GARDEN CLUB

Tax Exempt Status and Number *

705-3807780

Contact Person Full Name *

MEDY GANTZ

First Name

Last Name

Contact Person Phone Number *

[REDACTED]

Please enter a valid phone number.

Contact Person Email *

[REDACTED]

example@example.com

Organization Mailing Address *

[REDACTED]

MAUPIN

OREGON 97037

Mailing Address

Mailing Address Line 2

Organization Phone Number *

Organization E-mail *

Amount Requested *

Purpose for the Funds: *

- maintain blue star memorial
- school butterfly garden
- support Assisted Living Center garden project
- Create Rock Garden + wind spinner for city center patio

How will the intended purpose benefit the citizens of Maupin? *

Submit



DISCUSSION: DRAFT RV PARK RESERVATIONS POLICY RESOLUTION 02252026

7:20 p.m.

DOCUMENTS

[RV Park Reservations Policy Resolution 02252026 DRAFT](#)

MOTION

I make a motion to accept RV Park Reservations Policy Resolution 02252026 as drafted.

RESOLUTION 02252026

A RESOLUTION OF THE CITY OF MAUPIN REGARDING THE RATES, FEES, AND RESERVATION PROCEDURE FOR MAUPIN CITY PARK

WHEREAS, the City of Maupin (“City”) has certain real property commonly known as Maupin City Park (“City Park”), which has camp sites, parking, and other amenities for recreational users;

WHEREAS, the City has an established fee and reservation policy regarding the fees imposed and booking procedures for use of the Park;

WHEREAS, the City recognizes a need to update fees and procedures for use of City property; and

WHEREAS, the City desires to update such fees and procedures with this Resolution.

Now, therefore, the Common Council for the City of Maupin, Oregon, resolves as follows:

SECTION 1. No Vending or Soliciting. There shall be no vending or soliciting in City Park for any private or personal gain.

SECTION 2. Fees.

a. RV Sites: The fee rates per day for RV Sites (one RV and one tent) shall be as follows:

Season	Applicable Dates	Fee Amount
Peak Season	June 15 – September 15	\$45.00 (plus lodging taxes)
Standard Rate	April 16 – June 14; and Sept. 16 – Nov. 14	\$40.00 (plus lodging taxes)
Off Season	Nov. 15 – April 15 (winter)	\$30.00 (plus lodging taxes)
Additional tent and additional vehicle (per day)		\$20.00 (plus lodging taxes)
Additional vehicle (per day)		\$10.00
RV waste disposal		\$10.00

b. RV site discounts. The following discounts are available for RV sites:

1. Persons staying for thirty-one (31) or more consecutive days may receive a discount on the RV site Standard Rate and shall not be subject to lodging taxes. The amount of offered discounts shall be set by the Park Manager, with the City Council having discretion to approve or disapprove of the discount amount. Discounts shall not be applied during the off season. Extended stays are not offered during the peak season.

2. Military, veterans, senior citizens and first responders shall receive a 10% discount on the RV site rates.

c. Tent Sites: The fee rates per day for Tent Sites (up to two tents and two vehicles) shall be as follows:

Season	Applicable Dates	Fee Amount
Peak Season	June 15 – Sept. 15	Individual site: \$35.00 (plus lodging taxes) Group site: \$115.00 plus lodging taxes)
Standard Rate	April 16 – June 14; and Sept. 16 – Nov. 14	Individual site: \$30.00 (plus lodging taxes) Group site: \$100.00 plus lodging taxes)
Off Season	Nov. 15 – April 15 (winter) Group sites closed in winter	Individual site: \$20.00 (plus lodging taxes)
Additional vehicle (per day)		\$10.00
Use of vehicle for sleeping (per day)		25.00 (plus lodging taxes)

d. Shuttle Car Parking: The fee rates per day for shuttle car parking shall be as follows (vehicles parked overnight shall count as two days):

Vehicle Type	Interval	Fee Amount
One vehicle	Per day	\$10.00
One vehicle with boat trailer	Per day	\$15.00
One bus	Per day	\$25.00

e. Beach Area: The fee rates for use of the beach area for launching or removal of watercraft; loading and unloading of gear; shall be as follows:

Watercraft Type	Fee Amount
One person kayaks, single tube, single air mattress	\$3.00
Raft or drift boat	\$5.00

e. Park Use: The fee rates for use of City Park shall be as follows:

Type of Use	Fee Amount
Boat ramp	\$5.00
Bus parking	\$25.00
Single shower pass	\$5.00
Weekend shower pass	\$10.00
Weekly shower pass	\$20.00

f. Community Building: The fee rates for community building rentals shall be as follows:

Type of Use	Fee Amount
General use rate per day	\$100.00
Maupin resident rate for non-commercial use	\$25.00
Cleaning deposit for all use types (refundable after satisfactory inspection)	\$25.00

SECTION 3. Reservation policies for RV Sites, Tent Sites, and use of the Community Building.

a. Booking and Deposits.

1. All bookings shall be made online with the City reservation program, which may be updated from time-to-time.
2. Patrons shall post a deposit equal to fifty percent (50%) of the fee amount at the time of booking.
3. Deposits and fee amounts may be refunded as follows:

Time of Cancellation	Amount and Type of Refund
90 plus days prior: (More than 90 days prior to reservation date).	Deposit will be refunded by issuing a credit for future use. All credits shall be used in the year they are issued.
89 days to 1 day prior: (Fewer than 89 days prior to reservation date to 1 day prior to reservation date).	Deposit shall not be refunded or applied as credit.
1 day prior or no show: (Cancellation with fewer than 24 hours notice prior to the date of the reservation or failure to show up for reservation).	Patron shall pay full price without refund of deposit or any offset credit.

4. Transaction fees shall not be refunded or applied to any refund or credit issued to a patron.

b. Emergency Conditions.

1. In the event of fire or other hazard that requires closure of City Park, reservations may be cancelled and all fees and deposits, except transaction fees, shall be refunded.

2. The Parks Councilor is authorized to enact temporary policy revisions in the event of fire, hazard, or other conditions that are deemed an emergency, at the discretion of the Parks Councilor and after consultation with the Mayor, or the Council President if the Mayor is not available.

SECTION 4. Outfitter Use. Outfitters who use City Park to provide excursions shall provide City with a deposit for use of City Park each year by May 15. The deposit amount shall be determined at the discretion of the City. During August of each year, the City will send each outfitter an invoice based on use of City Park during the current season and the estimated use by the outfitter for the remainder of the season. At the conclusion of the season, if there is an overpayment by the outfitter, such overpayment shall not be refunded, but shall be a credit towards the next year's use. Any underpayment shall be paid within 30 days from the time an invoice is issued from City.

SECTION 5. Effective Date. This Resolution shall take effect immediately upon passage.

IT IS SO RESOLVED by the Common Council for the City of Maupin and signed by the Mayor this ____ day of February, 2026.

Carol Beatty, Mayor

ATTEST:

Christine Wolfe, City Recorder



COMMUNICATIONS

7:30 p.m.

[None](#)



ADJOURN

NEXT PLANNING COMMISSION MEETING

March 10, 2026, at 4:30 p.m. in person and virtual

SUGGESTED TOPICS FOR NEXT CITY COUNCIL MEETING

NEXT CITY COUNCIL MEETING

March 25, 2026, at 6:30 p.m. in person and virtual

MAYOR ADJOURNS THE MEETING