



CITY OF LA PINE, OREGON

REGULAR CITY COUNCIL MEETING

Wednesday, August 13, 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/82978869584>

MINUTES

CALL TO ORDER

Council President Ignazzitto called the meeting to order at 5:30 p.m.

ESTABLISH A QUORUM

Council

Mayor Earls – Absent (Excused)

Council President Ignazzitto – Mayor Pro Tem

Councilor Shields

Councilor Morse

Councilor Curtis

Staff

Geoff Wullschlager – City Manager

Ashley Ivans – Finance Director

Nick Tierney – Associate Planner

Amanda Metcalf – City Recorder

PLEDGE OF ALLEGIANCE

Councilor Shields led the Pledge of Allegiance.

ADDED AGENDA ITEMS

There were no added agenda items.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

1. 07.23.2025 City Council Meeting Minutes
2. Financial Reports
 - a. Financial Summary – May 2025

- b. Interest Report – May 2025
- 3. Financial Reports
 - a. Financial Summary – June 2025 (Preliminary Year End)
 - b. Interest Report – June 2025 (Preliminary Year End)
- 4. Chamber of Commerce Financial Report 4th Quarter
 - a. Letter to the City Council
 - b. Profit and Loss Report

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

Councilor Curtis – Aye

Councilor Shields – Aye

Councilor Morse – Aye

Motion passed unanimously.

OLD BUSINESS:

None.

NEW BUSINESS:

- 1. City of La Pine Budget Committee Appointment
 - a. Staff Report
 - b. Application – Samuel Facey

Finance Director Ivans presented to the Council an application to the City of La Pine Budget Committee for Samuel Facey. She clarified that the Budget Committee would not commence until May of 2026; however, if the committee had business to discuss before then, it would be beneficial to have another community member. She recommended approving Mr. Facey to the City's Budget Committee.

Councilor Morse made a motion to approve Samuel Facey to the City's Budget Committee. *Councilor Curtis seconded the motion.*

Councilor Curtis – Aye

Councilor Shields – Aye

Councilor Morse – Aye

Motion passed unanimously.

- 2. Resolution 2025-09 Adopting an Amended Master Fee Schedule
 - a. Staff Report
 - b. Resolution 2025-09

Director Ivans stated that Deschutes County currently provides addressing services for the City of La Pine without an intergovernmental agreement (IGA). The County anticipated staffing changes due to a key member retiring in December 2026 and requested the city consider an IGA for these services. The proposed IGA included a re-addressing fee of \$89.80 through June 2026 and \$94.30 through December 2026.

She stated that City staff determined that a \$105 per unit fee would cover costs and administrative billing, but the fee would not be updated until after December 2026 when the city decided whether to handle addressing internally or through the County's IGA.

Councilor Morse made a motion to approve Resolution 2025-09, a Resolution adopting the City's fee schedule. *Councilor Shields seconded the motion.* Council President Ignazzitto asked for a roll call vote:

Councilor Curtis – Aye

Councilor Shields – Aye

Councilor Morse – Aye

Motion passed unanimously.

OTHER MATTERS

There were no other matters.

PUBLIC COMMENTS

Stu Martinez, a resident of Morson Street, commented on the new fee in the approved fee schedule for re-addressing. He explained that he was attempting to sell a property when the address was changed without his knowledge and that he had not been notified by either the City or the County. He asked if he would be charged the new \$105.00 fee.

Finance Director Ivans explained that the City did not re-address properties, as those decisions were handled by the County. She stated that if Mr. Martinez stopped by City Hall, she would assist him in looking up documentation on Dial.org regarding the readdressing of his property. She clarified that the new fee would not apply to his situation and that it would not take effect until December 2025.

City Manager Wullschlager added that the County was changing its process for handling address changes and that the city added the address change fee to the fee schedule in anticipation of additional staff time needed.

STAFF COMMENTS

Finance Director Ivans stated that she was working on this year's audit. She also commented that the summer had been nice and milder than normal.

Associate Planner Tierney gave an update on long range planning and stated that the grant applications submitted to Department of Land Conservation and Development (DLCD) for two projects, the housing infill in the Cagle subdivision and the housing code audit, should receive a decision by September 1.

He also gave an update on current planning applications, which included Type I zoning permits for both new businesses and residential development. Type II applications consisted of five partitions and an AutoZone application.

City Manager Wullschlager gave an update on the industrial lift station project, stating that it should be finished by the end of the month. The Newberry lift station's main line was expected to be installed soon, with the contractor aiming to finish the main line by the beginning of September.

He also updated the Council on the archway project with the Urban Renewal Agency (URA), noting that there was not yet a preliminary location design due to the site having to be moved, but that the URA did have a preliminary architect design.

For the City-owned spec building, he reported that he was having a 50% design meeting with the contractor during the week.

He also gave an update on the letter sent to Bureau of Land Management (BLM) regarding wildfire prevention around the city, stating that BLM had provided an officer to work with Deschutes County Sheriff's Office (DCSO), and that several vehicles had been towed from BLM land.

Lastly, he gave an update on the DANCO development, noting that they were behind schedule due to their tax exemption filing as it related to the community. He clarified that the city was not giving them special treatment, and read Resolution 2023-09 aloud for the Council, explaining how any funds from the DANCO project would be allocated and how the city could spend them.

MAYOR & COUNCIL COMMENTS

Councilor Morse did not have any comments.

Councilor Shields did not have any comments.

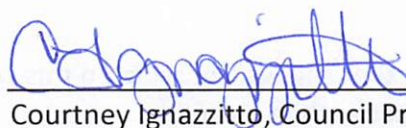
Councilor Curtis thanked everyone that came to the meeting.

Council President Ignazzitto thanked staff for sending the Councilors to trainings they requested. She explained that she attended training hosted by the League of Oregon Cities recently. She also thanked City Manager Wullschlager for working with governmental agencies regarding wildfires.

EXECUTIVE SESSION: per ORS 192.660 if necessary

ADJOURNMENT

Council President Ignazzitto adjourned the meeting at 5:59 p.m.

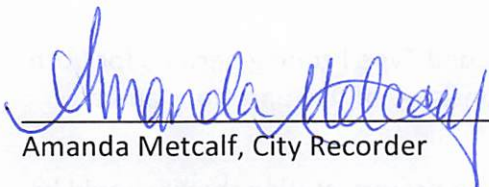


Date:

9/17/25

Courtney Ignazzitto, Council President

ATTEST:



Date:

9/17/25

Amanda Metcalf, City Recorder