



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>

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. 07.23.2025 City Council Meeting Minutes	3.
2. Financial Reports	
a. Financial Summary – May 2025	8.
b. Interest Report – May 2025	12.
3. Financial Reports	
a. Financial Summary – June 2025 (Preliminary Year End)	13.
b. Interest Report – June 2025 (Preliminary Year End)	17.
4. Chamber of Commerce Financial Report 4 th Quarter	
a. Letter to the City Council	18.
b. Profit and Loss Report	19.

OLD BUSINESS:

None.

NEW BUSINESS:

1. City of La Pine Budget Committee Appointment	
a. Staff Report	22.
b. Application – Samuel Facey	23.
2. Resolution 2025-09 Adopting an Amended Master Fee Schedule	
a. Staff Report	25.
b. Resolution 2025-09	26.

OTHER MATTERS**PUBLIC COMMENTS**

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STAFF COMMENTS**MAYOR & COUNCIL COMMENTS**

EXECUTIVE SESSION: per ORS 192.660 if necessary

ADJOURNMENT



CITY OF LA PINE, OREGON REGULAR CITY COUNCIL MEETING

Wednesday, July 23, 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/81677196965>

MINUTES

CALL TO ORDER

Mayor Earls called the meeting to order at 5:30 p.m.

ESTABLISH A QUORUM

Council

Mayor Earls

Council President Ignazzitto

Councilor Shields

Councilor Morse

Councilor Curtis

Staff

Geoff Wullschlager – City Manager

Ashley Ivans – Finance Director

Brent Bybee – Community Development Director

Amanda Metcalf – City Recorder

PLEDGE OF ALLEGIANCE

Councilor Curtis led the Pledge of Allegiance

ADDED AGENDA ITEMS

Finance Director Ivans added to the agenda a possible backflow testing contractor for the City.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

1. 06.25.2025 City Council Meeting Minutes
 - a. Sign-In Sheet for CPA-25-0001 Public Hearing
 - b. Sign-In Sheet for CPA-25-0002 Public Hearing

c. Public Comment Form – S. Martinez

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

OLD BUSINESS:

None.

NEW BUSINESS

1. Resolution 2025-08 – A Resolution Adopting the City’s Amended Master Fee Schedule

Finance Director Ivans presented to the Council the amended Master Fee Schedule. She explained that the previously approved schedule from May 2025 did not include the 3% increase in water rates. There were no questions or comments from the Council.

Council President Ignazzitto made a motion to approve Resolution 2025-08 a resolution of the City of La Pine adopting a master fee schedule and establishing and/or adjusting certain City fees, rates, and charges. *Councilor Curtis seconded the motion.* Mayor Earls asked for a roll call vote:

Councilor Curits – Aye

Councilor Shields – Aye

Council President Ignazzitto – Aye

Councilor Morse – Aye

Motion passed unanimously.

2. Cemetery Discussion

City Manager Wullschlager provided background on the La Pine Community Cemetery and explained that a recent expansion project had taken place. As part of this project, the mortuary would be required to carry liability insurance and enter into a contract with the City. Following discussions between City staff and the mortuary, the mortuary chose not to enter into a formal agreement. As a result, until a new mortuary willing to carry the required insurance is found, the cemetery cannot proceed with further expansion.

Mayor Earls asked if there was an explanation for the mortuary not entering into a contract. Finance Director Ivans responded that Baird Mortuary had not received payment for services provided to the City. Clarifying that the City had been unaware of the unpaid fees and expressed a willingness to resolve the issue. They noted that the meeting with the mortuary had gone well, and staff were unsure why the contract was not executed.

City Manager Wullschlager stated that all mortuaries in Central Oregon are owned by the same parent company, which has made it difficult to secure a new provider. Finance Director Ivans then explained the burial process, noting that while staff are ready to proceed, no new burials can occur at this time due to the lack of a contracted mortuary.

3. Draft Letter of Support for the Housing Planning Assistance Grant

Community Development Director Bybee presented the associated staff report. He explained that in response to the Council's recommendation on June 11th to pursue a master planning effort for the Cagle Subdivision, staff prepared two applications for DLCD's Housing Planning Assistance Grant. One application was for the Cagle Infill Development Planning Project, and the other was for a development code audit and update with a focus on housing.

He also stated that the application needed to include a resolution or a letter of support from the governing body. He then presented the draft letter of support to apply for DLCD's Housing Planning Assistance Grant.

Director Bybee stated that the draft letter had an error listing the date of September 2024 and it should be September 2025.

Councilor Ignazzitto made a motion to approve the DLCD Housing Planning Assistance Grant letter of support as amended by Planning Staff, with a signature provided by the Mayor or City Manager. *Councilor Morse seconded the motion.* Mayor Earls asked for a roll call vote:

Councilor Curits – Aye

Councilor Shields – Aye

Council President Ignazzitto – Aye

Councilor Morse – Aye

Motion passed unanimously.

OTHER MATTERS

Finance Director Ivans presented to the Council three quotes from backflow testers, each offering different pricing. She explained that given the quoted amounts, the City was eligible to use sole source procurement in selecting a testing company. The recommendation was to proceed with Beacon Backflow, as their quote offered the lowest price per test at \$30.00.

Council President Ignazzitto made a motion to allow the city to use Beacon Backflow for backflow testing this year at the rate of \$30.00 per device. *Councilor Curtis seconded the motion.* Mayor Earls asked for a roll call vote:

Councilor Curits – Aye

Councilor Shields – Aye

Council President Ignazzitto – Aye

Councilor Morse – Aye

Motion passed unanimously.

PUBLIC COMMENTS

There were no public comments.

STAFF COMMENTS

Community Development Director Bybee stated that the comprehensive plan update had been completed, and staff had begun work on the next major long range planning development—the Transportation System Plan (TSP) update. He explained that although ODOT had experienced budget cuts, the grant awarded to the City would not be affected; however, response times might be slower, and the project start date would be delayed. Staff hoped to begin work in the early part of August.

He recognized Associate Planner Tierney for his dedication to current planning applications. He provided an update on Type I applications, noting that 51 zoning permits had been issued so far this year, with 25% for new businesses and 75% for new residential permits.

He also shared updates on Type II applications, reporting that the AutoZone project had been completed and five partitions had been applied for, with decisions expected soon.

For Type IV, he mentioned that a text amendment was in progress and that the Council would be kept informed.

He added that future code updates were expected, and joint meetings with the Planning Commission would be held during that process.

Lastly, he noted that a previously discussed project with the Planning Commission and City Council to define the identity of La Pine had been delayed due to the current workload and long-range planning efforts.

City Manager Wullschlager provided an update on the lift station project, noting that the boring under Highway 97 had been completed and the new 10-inch main line was on track to be finished by the September 22nd deadline.

He reported that the Bureau of Land Management (BLM) had made an unannounced appearance in the City to distribute Firewise information to residents. He noted that the City had not been made aware of the exercise in advance, and the materials did not address the concerns outlined in the Council's previously sent letter.

He shared an update on the hiring process for the Public Works Director position, stating that two applications had been received and interviews would be scheduled soon.

He also mentioned an upcoming planning meeting regarding the incubator building project, with the design expected to be at the 50% stage.

Lastly, he updated the Council on the Urban Renewal Agency's archway project, informing them that the location had changed from Huntington and Highway 97 to 4th and Highway 97.

Finance Director Ivans gave an update stating that it was time for a new audit. She would be working with the City's auditors and noted that it would hopefully run more smoothly this year, as last year was the first year with the company.

She updated the Council on various public works projects and stated that the ARPA grant for the design of the eastside sidewalk project had been closed out.

Lastly, she noted that now that the Council had allowed staff to proceed with Beacon Backflow as the City's testers, and devices would be tested for 2025.

City Recorder Metcalf did not have any comments.

MAYOR & COUNCIL COMMENTS

Councilor Morse did not have any comments.

Council President Ignazzitto did not have any comments.

Councilor Shields did not have any comments.

Councilor Curtis said thank you to all the staff for their ongoing work.

Mayor Earls thanked everyone for their teamwork and the updates from staff after the busy month.

EXECUTIVE SESSION:

None

ADJOURNMENT

Mayor Earls adjourned the meeting at 6:14 p.m.

Date:

Jeannine Earls, Mayor

ATTEST:

Date:

Amanda Metcalf, City Recorder

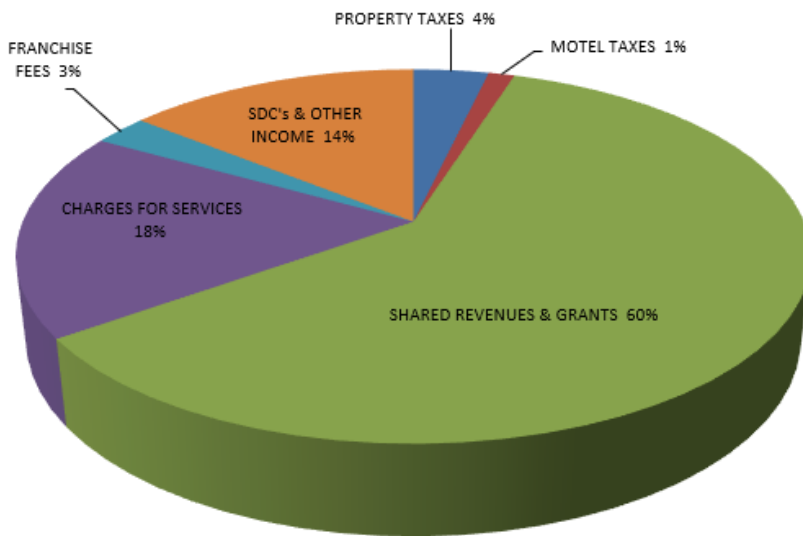


FINANCIAL SUMMARY May 31, 2025

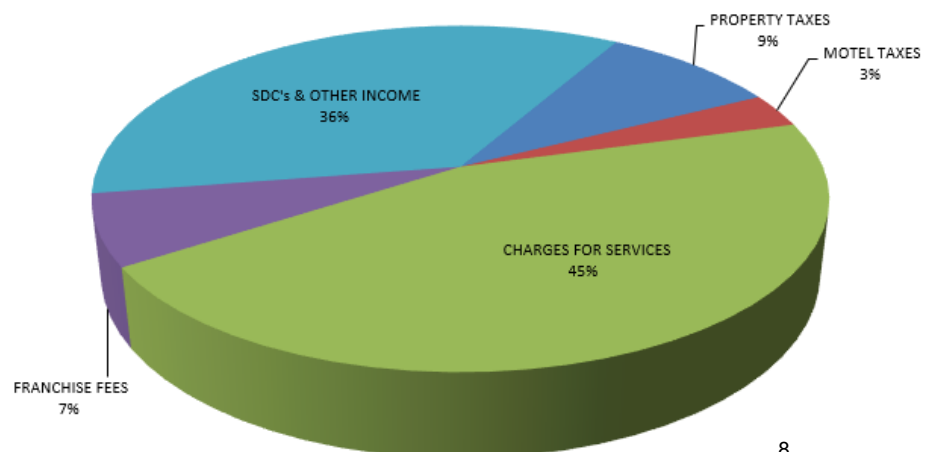
TOTAL RESOURCES - BUDGET TO ACTUAL

	AS OF MAY 31, 2025			
	Year To Date	FY 2024-25 Budget	Budget Remaining	(92% lapsed) % Earned
BEGINNING FUND BALANCE	17,587,219	17,587,219	-	100.0%
PROPERTY TAXES	478,334	457,500	(20,834)	104.6%
MOTEL TAXES	165,706	156,000	(9,706)	106.2%
SHARED REVENUES & GRANTS	7,865,196	5,609,797	(2,255,399)	140.2%
CHARGES FOR SERVICES	2,344,238	2,210,575	(133,663)	106.0%
FRANCHISE FEES	345,282	328,225	(17,057)	105.2%
SDC's & OTHER INCOME	1,859,156	1,196,700	(662,456)	155.4%
	30,645,131	27,546,016	(3,099,115)	111.3%

RESOURCES BY TYPE EXCLUDING FUND BALANCE



RESOURCES BY TYPE EXCLUDING GRANTS



RESOURCES - BUDGET TO ACTUAL BY FUND

AS OF MAY 31, 2025

	Year	FY 2024-25	Budget	(92% lapsed)
	To Date	Budget	Remaining	% Earned
GENERAL FUND				
BEGINNING FUND BALANCE	2,870,326	2,870,326	-	100.0%
PROPERTY TAXES	478,334	457,500	(20,834)	104.6%
SHARED REVENUES & GRANTS	163,927	85,000	(78,927)	192.9%
MOTEL TAXES (30%)	49,717	56,000	6,283	88.8%
CHARGES FOR SERVICES	16,220	16,375	156	99.1%
FRANCHISE FEES	105,615	105,075	(540)	100.5%
MISCELLANEOUS & OTHER INCOME	867,328	69,500	(797,828)	1248.0%
INTERFUND TRANSFERS - IN	400,000	554,750	154,750	72.1%
	4,951,467	4,214,526	(891,691)	117.5%
CEMETERY FUND				
BEGINNING FUND BALANCE	42,013	42,013	-	100.0%
CHARGES FOR SERVICES	450	1,200	750	37.5%
INTERFUND TRANSFERS - IN	-	-	-	
MISCELLANEOUS & OTHER INCOME	-	700		
	42,463	43,913	750	96.7%
STREETS FUND				
BEGINNING FUND BALANCE	1,681,883	1,681,883	-	100.0%
SHARED REVENUES & GRANTS	187,984	645,000	457,016	29.1%
FRANCHISE FEES	239,667	223,150		
MISCELLANEOUS & OTHER INCOME	4,875	17,000	12,125	28.7%
INTERFUND TRANSFERS - IN	325,000	325,000	-	100.0%
	2,439,409	2,892,033	469,141	84.3%
TOURISM FUND				
BEGINNING FUND BALANCE	360,557	360,557	-	100.0%
MOTEL TAXES	115,989	100,000	(15,989)	116.0%
MISCELLANEOUS & OTHER INCOME	-	3,500	3,500	
	476,546	464,057	(12,489)	102.7%
COMMUNITY DEVELOPMENT FUND				
BEGINNING FUND BALANCE	510,293	510,293	-	100.0%
CHARGES FOR SERVICES	77,417	40,000	(37,417)	193.5%
ADVANCED PLANNING FEES	81,612	45,000	(36,612)	181.4%
MISCELLANEOUS & OTHER INCOME	6,575	51,000	44,425	12.9%
INTERFUND TRANSFERS - IN	155,000	155,000	-	100.0%
	830,897	801,293	(29,604)	103.7%
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	186,520	17,500	(169,020)	1065.8%
MISCELLANEOUS & OTHER INCOME	-	30,000	30,000	0.0%
	2,230,847	2,001,598	(229,249)	111.5%
RESERVE FUND - WATER/SEWER				
BEGINNING FUND BALANCE	452,670	452,670	-	100.0%
INTERFUND TRANSFERS - IN	-	400,000	400,000	0.0%
	452,670	852,670	400,000	53.1%
DEBT RESERVE FUND				
BEGINNING FUND BALANCE	193,503	193,503	-	100.0%
INTERFUND TRANSFERS - IN	-	734,227	734,227	0.0%
	193,503	927,730	-	20.9%
EQUIPMENT RESERVE FUND				
INTERFUND TRANSFERS - IN	-	285,000	285,000	0.0%
	-	285,000	-	0.0%
SDC FUND				
BEGINNING FUND BALANCE	4,665,141	4,665,141	-	100.0%
SYSTEM DEVELOPMENT CHARGES	887,656	920,000	32,344	96.5%
INTERFUND TRANSFERS - IN	-	250,000		0.0%
MISCELLANEOUS & OTHER INCOME	-	15,000	15,000	0.0%
	5,552,797	5,850,141	32,344	94.9%
WATER FUND				
BEGINNING FUND BALANCE	3,251,078	3,251,078	-	100.0%
GRANT REVENUE	3,219,991	1,547,526	(1,672,465)	208.1%
CHARGES FOR SERVICES	970,268	1,018,000	47,732	95.3%
MISCELLANEOUS & OTHER INCOME	85,521	34,500	(51,021)	247.9%
	7,526,858	5,851,104	(1,675,754)	128.6%
SEWER FUND				
BEGINNING FUND BALANCE	1,635,428	1,635,428	-	100.0%
GRANT REVENUE	4,091,682	3,302,500	(789,182)	123.9%
CHARGES FOR SERVICES	1,093,363	1,117,500	24,137	97.8%
MISCELLANEOUS & OTHER INCOME	7,201	10,500	3,299	68.6%
	6,827,674	6,065,928	(761,746)	112.6%

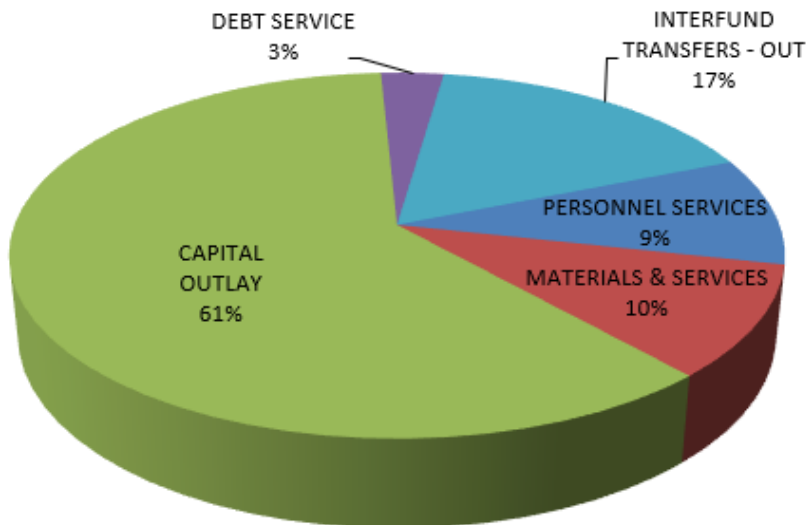
FINANCIAL SUMMARY May 31, 2025

TOTAL EXPENDITURES - BUDGET TO ACTUAL

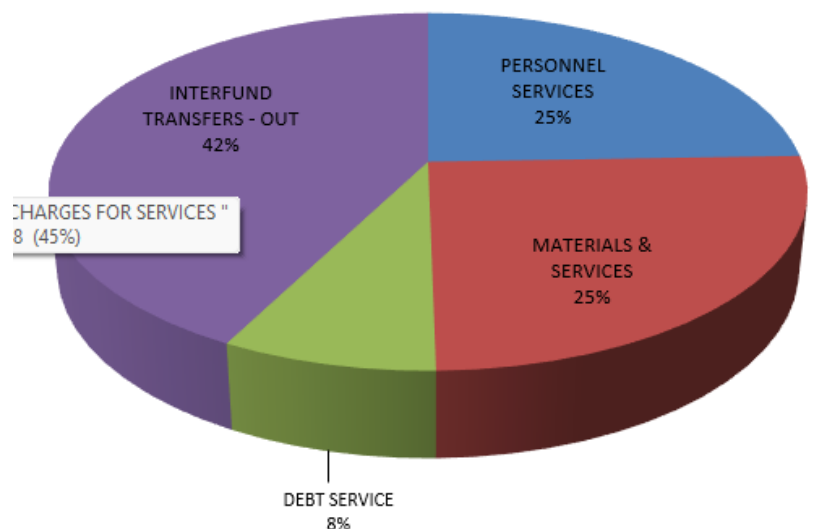
AS OF MAY 31, 2025

	Year To Date	FY 2024-25 Budget	Budget Remaining	(92% lapsed)
PERSONNEL SERVICES	1,325,249	2,028,155	702,906	65.3%
MATERIALS & SERVICES	1,368,592	3,181,650	1,813,058	43.0%
CAPITAL OUTLAY	8,431,727	15,042,715	5,173,649	56.1%
DEBT SERVICE	425,297	1,192,908	767,611	35.7%
INTERFUND TRANSFERS - OUT	2,299,227	2,703,977	373,000	85.0%
	13,850,092	24,149,405	8,830,224	57.4%

EXPENDITURES BY CATEGORY



EXPENDITURES BY CATEGORY EXCLUDING CAPITAL OUTLAY



EXPENDITURES - BUDGET TO ACTUAL BY FUND

AS OF MAY 31, 2025

	Year To Date	FY 2024-25 Budget	Budget Remaining	(92% lapsed) % Expended
GENERAL FUND				
PERSONNEL SERVICES	157,445	220,497	63,052	71.4%
MATERIALS & SERVICES	375,506	567,700	192,194	66.1%
CAPITAL OUTLAY	74,816	316,700	241,884	23.6%
DEBT SERVICE	42,907	42,908	1	100.0%
INTERFUND TRANSFERS - OUT	480,000	480,000	-	100.0%
	<u>1,130,674</u>	<u>1,627,805</u>	<u>497,131</u>	<u>69.5%</u>
CEMETERY FUND				
MATERIALS & SERVICES	3,609	24,100	20,491	15.0%
CAPITAL OUTLAY	-	5,000	5,000	0.0%
	<u>3,609</u>	<u>29,100</u>	<u>25,491</u>	<u>12.4%</u>
STREETS FUND				
PERSONNEL SERVICES	128,668	272,875	144,207	47.2%
MATERIALS & SERVICES	199,367	293,950	94,583	67.8%
CAPITAL OUTLAY	283,973	970,000	686,027	29.3%
INTERFUND TRANSFERS - OUT	250,000	261,750	11,750	95.5%
	<u>862,008</u>	<u>1,798,575</u>	<u>936,567</u>	<u>47.9%</u>
TOURISM FUND				
MATERIALS & SERVICES	85,566	125,650	40,084	68.1%
CAPITAL OUTLAY	-	75,000	75,000	0.0%
INTERFUND TRANSFERS - OUT	-	25,000	25,000	0.0%
	<u>85,566</u>	<u>225,650</u>	<u>140,084</u>	<u>37.9%</u>
COMMUNITY DEVELOPMENT FUND				
PERSONNEL SERVICES	258,388	379,477	121,089	68.1%
MATERIALS & SERVICES	60,961	89,150	28,189	68.4%
CAPITAL OUTLAY	70,430	199,700	129,270	35.3%
INTERFUND TRANSFERS - OUT	-	38,750	38,750	0.0%
	<u>389,779</u>	<u>707,077</u>	<u>317,298</u>	<u>55.1%</u>
INDUSTRIAL AND ECONOMIC DEVELOPMENT				
MATERIALS & SERVICES	87,593	220,900	133,307	39.7%
CAPITAL OUTLAY	69,361	1,506,700		
INTERFUND TRANSFERS - OUT		31,750		
	<u>156,954</u>	<u>1,759,350</u>	<u>133,307</u>	<u>8.9%</u>
SDC FUND				
MATERIALS & SERVICES	-	1,050,000	1,050,000	0.0%
CAPITAL OUTLAY	123,067	1,500,000	1,376,933	8.2%
	<u>123,067</u>	<u>2,550,000</u>	<u>2,426,933</u>	<u>4.8%</u>
WATER FUND				
PERSONNEL SERVICES	397,806	587,423	189,617	67.7%
MATERIALS & SERVICES	248,824	337,200	88,376	73.8%
CAPITAL OUTLAY	3,214,517	3,165,231	(49,286)	101.6%
DEBT SERVICE	382,390	500,000	117,610	76.5%
INTERFUND TRANSFERS - OUT	1,113,987	1,387,737	273,750	80.3%
	<u>5,357,524</u>	<u>5,977,591</u>	<u>620,067</u>	<u>89.6%</u>
SEWER FUND				
PERSONNEL SERVICES	382,942	567,883	184,941	67.4%
MATERIALS & SERVICES	307,166	473,000	165,834	64.9%
CAPITAL OUTLAY	4,595,563	7,304,384	2,708,821	62.9%
DEBT SERVICE		650,000	650,000	0.0%
INTERFUND TRANSFERS - OUT	455,240	478,990	23,750	0.0%
	<u>5,740,911</u>	<u>9,474,257</u>	<u>3,733,346</u>	<u>60.6%</u>

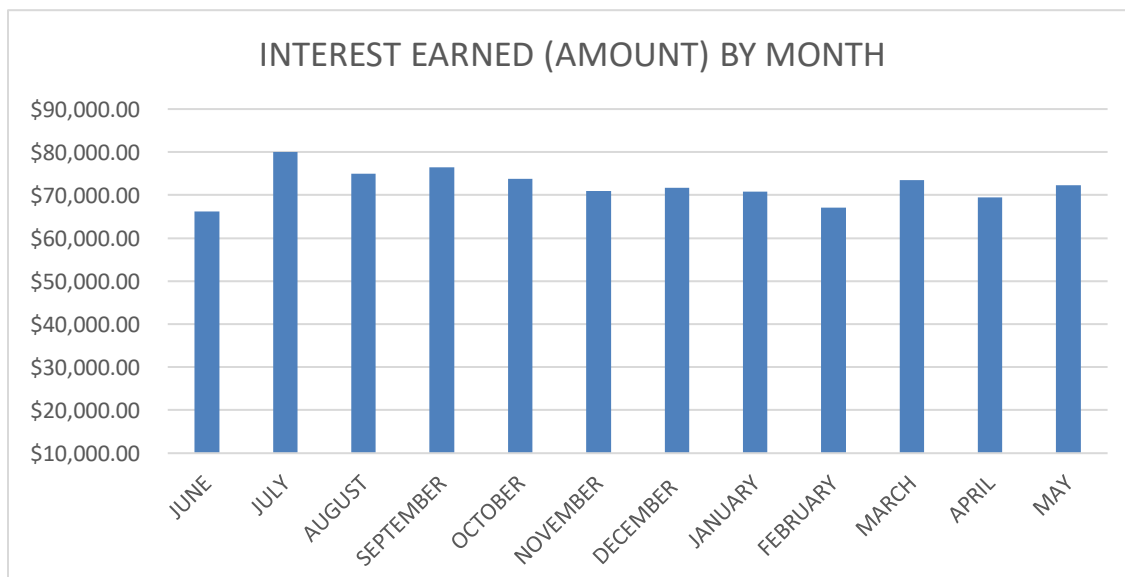
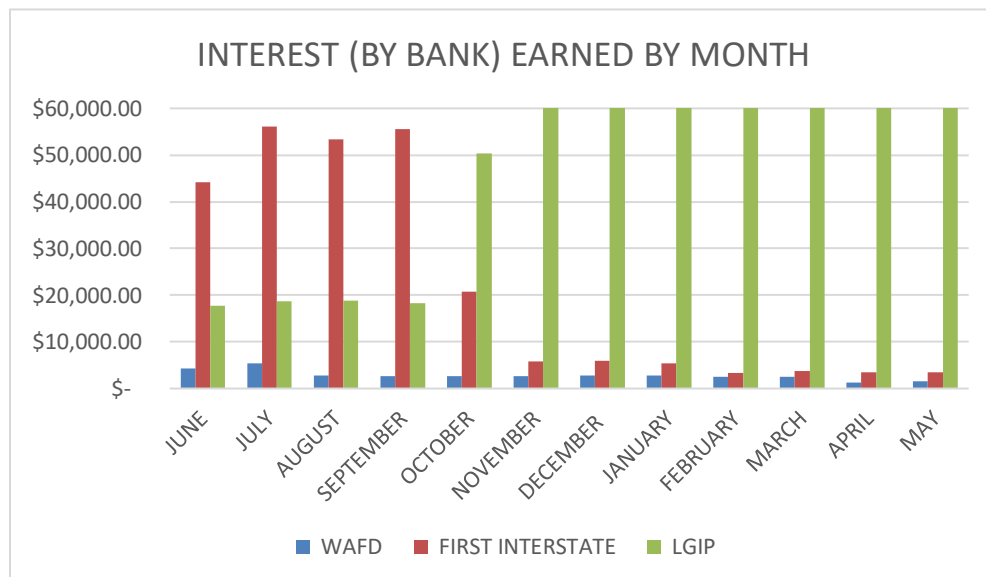


City Interest Income Revenue Report

June 2024 –May 2025

City Bank Balances – 05/31/2025

Bank	5/22/2025	Rate
LGIP	\$ 17,206,549.45	4.60%
FIB	\$ 1,027,490.25	4.15%
FIB Checking	\$ 3,842,859.36	0.00%
WAFD	\$ 508,885.11	2.94%
WAFD Checking	\$ 841,570.11	0.00%
Xpress	\$ 36,508.85	0.00%
	\$ 23,463,863.13	





FINANCIAL SUMMARY

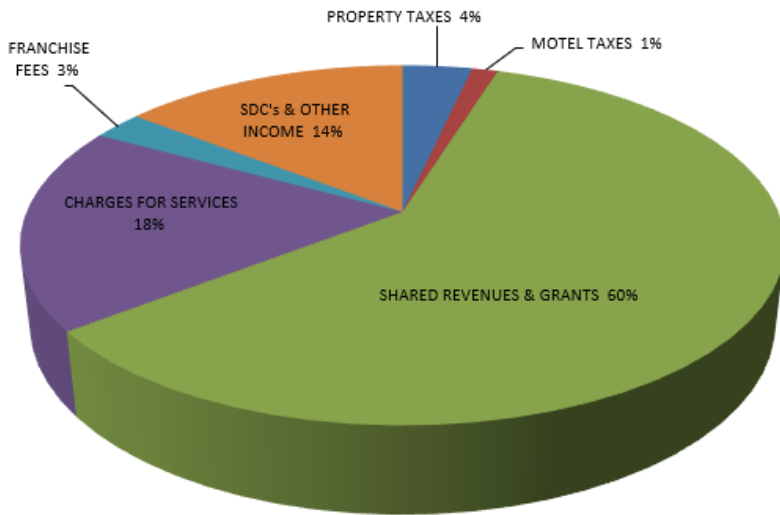
June 30, 2025

TOTAL RESOURCES - BUDGET TO ACTUAL

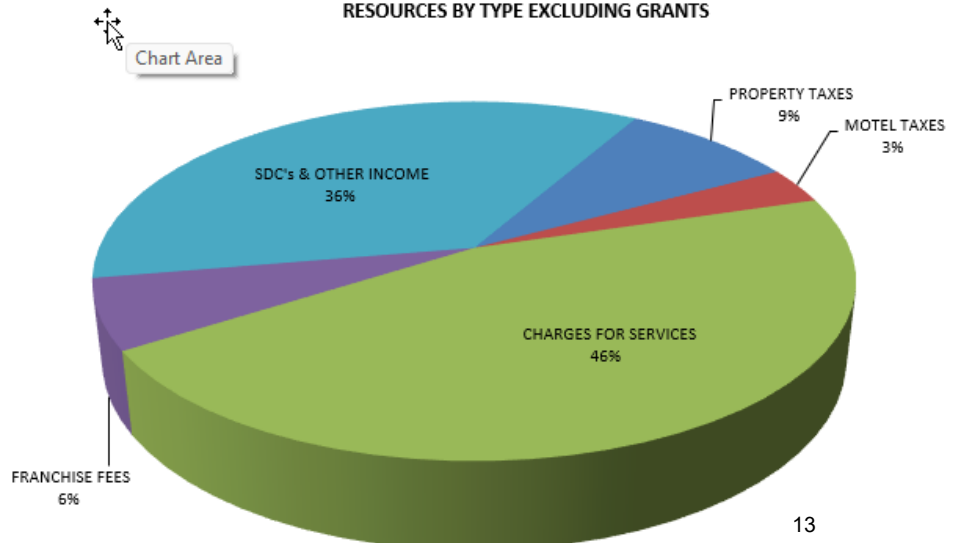
AS OF June 30, 2025

	Year To Date	FY 2024-25 Budget	Budget Remaining	(100% lapsed) % Earned
BEGINNING FUND BALANCE	17,587,219	17,587,219	-	100.0%
PROPERTY TAXES	491,020	457,500	(33,520)	107.3%
MOTEL TAXES	183,500	156,000	(27,500)	117.6%
SHARED REVENUES & GRANTS	8,329,149	5,609,797	(2,719,352)	148.5%
CHARGES FOR SERVICES	2,567,976	2,210,575	(357,401)	116.2%
FRANCHISE FEES	354,656	328,225	(26,431)	108.1%
SDC's & OTHER INCOME	2,025,553	1,196,700	(828,853)	169.3%
	31,539,073	27,546,016	(3,993,057)	114.5%

RESOURCES BY TYPE EXCLUDING FUND BALANCE



RESOURCES BY TYPE EXCLUDING GRANTS



RESOURCES - BUDGET TO ACTUAL BY FUND

AS OF June 30, 2025

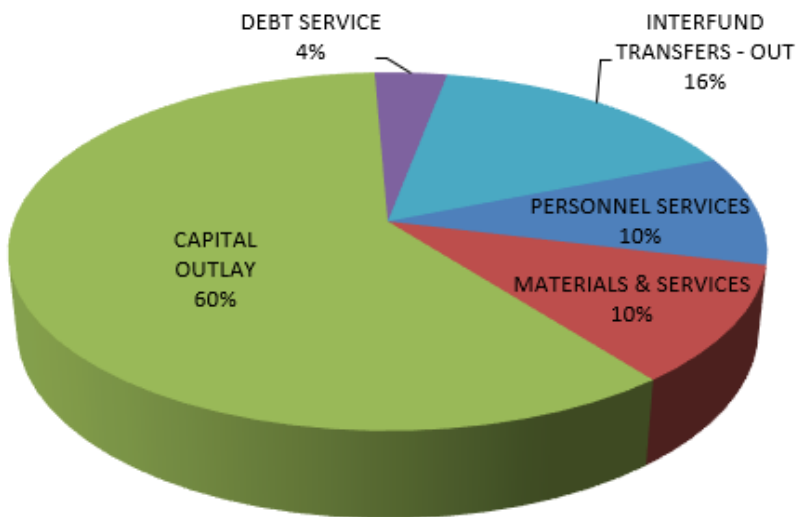
	Year To Date	FY 2024-25 Budget	Budget Remaining	(100% lapsed) % Earned
GENERAL FUND				
BEGINNING FUND BALANCE	2,870,326	2,870,326	-	100.0%
PROPERTY TAXES	491,020	457,500	(33,520)	107.3%
SHARED REVENUES & GRANTS	169,031	85,000	(84,031)	198.9%
MOTEL TAXES (30%)	55,055	56,000	945	98.3%
CHARGES FOR SERVICES	16,874	16,375	(499)	103.0%
FRANCHISE FEES	108,427	105,075	(3,352)	103.2%
MISCELLANEOUS & OTHER INCOME	940,734	69,500	(871,234)	1353.6%
INTERFUND TRANSFERS - IN	400,000	554,750	154,750	72.1%
	5,051,467	4,214,526	(991,691)	119.9%
CEMETERY FUND				
BEGINNING FUND BALANCE	42,013	42,013	-	100.0%
CHARGES FOR SERVICES	900	1,200	300	75.0%
INTERFUND TRANSFERS - IN	-	-	-	
MISCELLANEOUS & OTHER INCOME	-	700		
	42,913	43,913	300	97.7%
STREETS FUND				
BEGINNING FUND BALANCE	1,681,883	1,681,883	-	100.0%
SHARED REVENUES & GRANTS	210,259	645,000	434,741	32.6%
FRANCHISE FEES	246,229	223,150		
MISCELLANEOUS & OTHER INCOME	4,875	17,000	12,125	28.7%
INTERFUND TRANSFERS - IN	325,000	325,000	-	100.0%
	2,468,246	2,892,033	446,866	85.3%
TOURISM FUND				
BEGINNING FUND BALANCE	360,557	360,557	-	100.0%
MOTEL TAXES	128,445	100,000	(28,445)	128.4%
MISCELLANEOUS & OTHER INCOME	-	3,500	3,500	
	489,002	464,057	(24,945)	105.4%
COMMUNITY DEVELOPMENT FUND				
BEGINNING FUND BALANCE	510,293	510,293	-	100.0%
CHARGES FOR SERVICES	81,817	40,000	(41,817)	204.5%
ADVANCED PLANNING FEES	144,172	45,000	(99,172)	320.4%
MISCELLANEOUS & OTHER INCOME	6,575	51,000	44,425	12.9%
INTERFUND TRANSFERS - IN	155,000	155,000	-	100.0%
	897,857	801,293	(96,564)	112.1%
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	188,192	17,500	(170,692)	1075.4%
MISCELLANEOUS & OTHER INCOME	-	30,000	30,000	0.0%
	2,232,519	2,001,598	(230,921)	111.5%
RESERVE FUND - WATER/SEWER				
BEGINNING FUND BALANCE	452,670	452,670	-	100.0%
INTERFUND TRANSFERS - IN	-	400,000	400,000	0.0%
	452,670	852,670	400,000	53.1%
DEBT RESERVE FUND				
BEGINNING FUND BALANCE	193,503	193,503	-	100.0%
INTERFUND TRANSFERS - IN	-	734,227	734,227	0.0%
	193,503	927,730	-	20.9%
EQUIPMENT RESERVE FUND				
INTERFUND TRANSFERS - IN	-	285,000	285,000	0.0%
	-	285,000	-	0.0%
SDC FUND				
BEGINNING FUND BALANCE	4,665,141	4,665,141	-	100.0%
SYSTEM DEVELOPMENT CHARGES	973,186	920,000	(53,186)	105.8%
INTERFUND TRANSFERS - IN	-	250,000		0.0%
MISCELLANEOUS & OTHER INCOME	-	15,000	15,000	0.0%
	5,638,327	5,850,141	(53,186)	96.4%
WATER FUND				
BEGINNING FUND BALANCE	3,251,078	3,251,078	-	100.0%
GRANT REVENUE	3,219,991	1,547,526	(1,672,465)	208.1%
CHARGES FOR SERVICES	1,080,805	1,018,000	(62,805)	106.2%
MISCELLANEOUS & OTHER INCOME	92,982	34,500	(58,482)	269.5%
	7,644,856	5,851,104	(1,793,752)	130.7%
SEWER FUND				
BEGINNING FUND BALANCE	1,635,428	1,635,428	-	100.0%
GRANT REVENUE	4,465,696	3,302,500	(1,163,196)	135.2%
CHARGES FOR SERVICES	1,199,388	1,117,500	(81,888)	107.3%
MISCELLANEOUS & OTHER INCOME	7,201	10,500	3,299	68.6%
	7,307,713	6,065,928	(1,241,785)	120.5%

FINANCIAL SUMMARY June 30, 2025

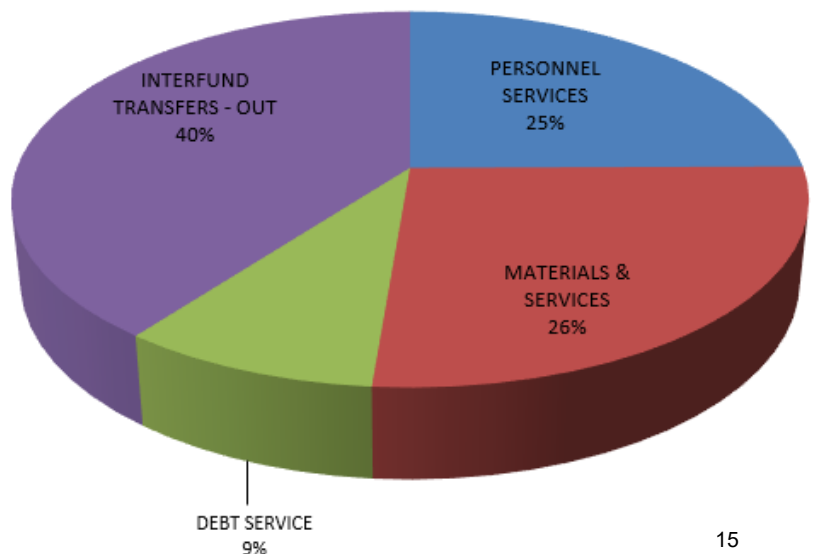
AS OF June 30, 2025

	Year To Date	FY 2024-25 Budget	Budget Remaining	(100% lapsed)
PERSONNEL SERVICES	1,442,217	2,028,155	585,938	71.1%
MATERIALS & SERVICES	1,529,989	3,181,650	1,651,661	48.1%
CAPITAL OUTLAY	8,650,655	15,042,715	4,973,550	57.5%
DEBT SERVICE	523,504	1,192,908	669,404	43.9%
INTERFUND TRANSFERS - OUT	2,299,227	2,703,977	373,000	85.0%
	14,445,592	24,149,405	8,253,553	59.8%

EXPENDITURES BY CATEGORY



EXPENDITURES BY CATEGORY EXCLUDING CAPITAL OUTLAY



EXPENDITURES - BUDGET TO ACTUAL BY FUND

AS OF June 30, 2025

	Year To Date	FY 2024-25 Budget	Budget Remaining	(100% lapsed) % Expended
GENERAL FUND				
PERSONNEL SERVICES	171,876	220,497	48,621	77.9%
MATERIALS & SERVICES	461,238	567,700	106,462	81.2%
CAPITAL OUTLAY	76,340	316,700	240,360	24.1%
DEBT SERVICE	42,907	42,908	1	100.0%
INTERFUND TRANSFERS - OUT	480,000	480,000	-	100.0%
	1,232,361	1,627,805	395,444	75.7%
CEMETERY FUND				
MATERIALS & SERVICES	3,609	24,100	20,491	15.0%
CAPITAL OUTLAY	-	5,000	5,000	0.0%
	3,609	29,100	25,491	12.4%
STREETS FUND				
PERSONNEL SERVICES	139,722	272,875	133,153	51.2%
MATERIALS & SERVICES	223,875	293,950	70,075	76.2%
CAPITAL OUTLAY	331,106	970,000	638,894	34.1%
INTERFUND TRANSFERS - OUT	250,000	261,750	11,750	95.5%
	944,703	1,798,575	853,872	52.5%
TOURISM FUND				
MATERIALS & SERVICES	90,078	125,650	35,572	71.7%
CAPITAL OUTLAY	-	75,000	75,000	0.0%
INTERFUND TRANSFERS - OUT	-	25,000	25,000	0.0%
	90,078	225,650	135,572	39.9%
COMMUNITY DEVELOPMENT FUND				
PERSONNEL SERVICES	283,134	379,477	96,343	74.6%
MATERIALS & SERVICES	69,134	89,150	20,016	77.5%
CAPITAL OUTLAY	78,070	199,700	121,630	39.1%
INTERFUND TRANSFERS - OUT	-	38,750	38,750	0.0%
	430,338	707,077	276,739	60.9%
INDUSTRIAL AND ECONOMIC DEVELOPMENT				
MATERIALS & SERVICES	92,722	220,900	128,178	42.0%
CAPITAL OUTLAY	88,190	1,506,700		
INTERFUND TRANSFERS - OUT		31,750		
	180,912	1,759,350	128,178	10.3%
SDC FUND				
MATERIALS & SERVICES	-	1,050,000	1,050,000	0.0%
CAPITAL OUTLAY	136,833	1,500,000	1,363,167	9.1%
	136,833	2,550,000	2,413,167	5.4%
WATER FUND				
PERSONNEL SERVICES	431,859	587,423	155,564	73.5%
MATERIALS & SERVICES	265,136	337,200	72,064	78.6%
CAPITAL OUTLAY	3,219,073	3,165,231	(53,842)	101.7%
DEBT SERVICE	480,597	500,000	19,403	96.1%
INTERFUND TRANSFERS - OUT	1,113,987	1,387,737	273,750	80.3%
	5,510,652	5,977,591	466,939	92.2%
SEWER FUND				
PERSONNEL SERVICES	415,626	567,883	152,257	73.2%
MATERIALS & SERVICES	324,197	473,000	148,803	68.5%
CAPITAL OUTLAY	4,721,043	7,304,384	2,583,341	64.6%
DEBT SERVICE		650,000	650,000	0.0%
INTERFUND TRANSFERS - OUT	455,240	478,990	23,750	0.0%
	5,916,106	9,474,257	3,558,151	62.4%

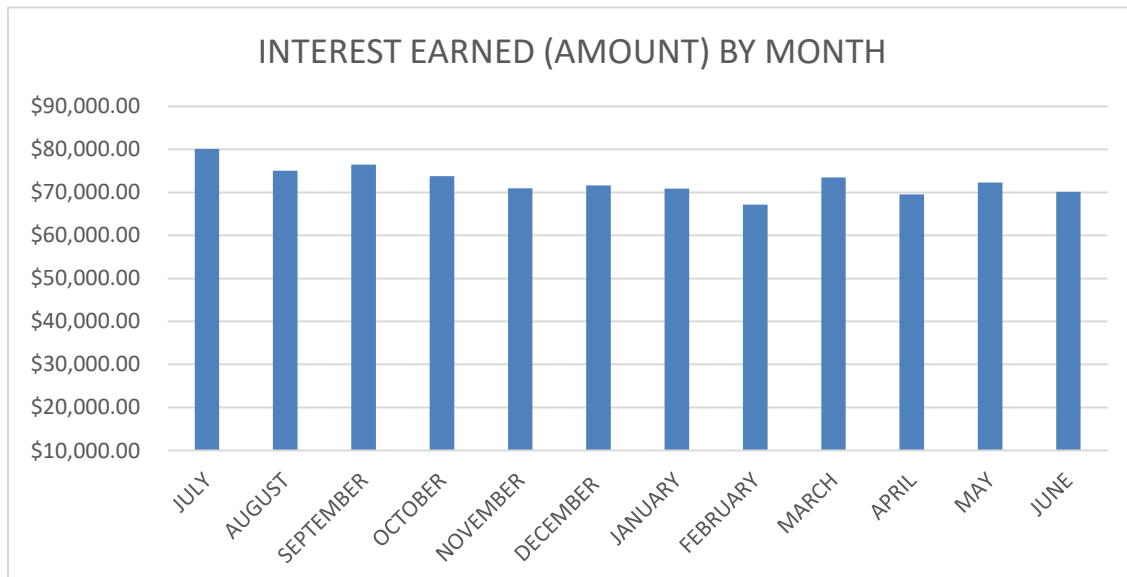
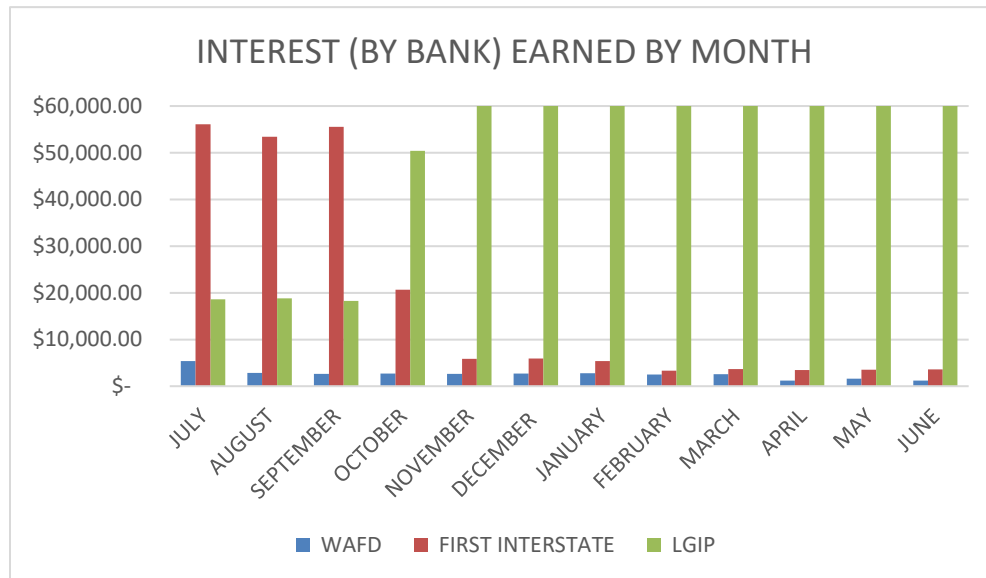


City Interest Income Revenue Report

July 2024 –June 2025

City Bank Balances – 06/30/2025

Bank	6/26/2025	Rate
LGIP	\$ 17,273,722.85	4.60%
FIB	\$ 1,030,994.98	4.15%
FIB Checking	\$ 1,265,536.40	0.00%
WAFD	\$ 510,479.24	2.94%
WAFD Checking	\$ 1,265,583.90	0.00%
Xpress	\$ 3,754.57	0.00%
	\$ 21,350,071.94	





PO Box 616, La Pine, OR 97739
51375 Huntington Road, La Pine
541.536.9771
info@lapine.org

July 17, 2025

To: City of La Pine, City Councilors, City Manager
Re: TRT funds report for Fiscal Year 2024/2025 – 4th Quarter

Greetings Mayor & Councilors!

We are in the final stages of sales for the new La Pine Visitor Guide. This is the culmination of our efforts that started with Gene Bowman and with a few fits and starts after losing “Geno”, we are bringing the project to fruition. The new guide will be a celebration of our area of course, but with a tie-in to the overall celebration of 250 years of independence for the U.S. Can’t wait to share it with you!

La Pine Frontier Days and the La Pine Rodeo were both very successful and the number of attendees seemed as good as in previous years. The town was certainly impacted, but also impacted by other events such as the Pickleball Tournament the week before, the Rhubarb Festival 2 weeks prior and the annual car show the Saturday before. It certainly makes for a concentration of visitors in a small time-frame; and we are always looking for ways to bring people to the area during the “shoulder seasons”. We are still enjoying great numbers of interested visitors from our association with the Crater-LakeCountry.com website.

The number of visitors to our Visitor Center has been steady. We are still in the process of figuring out the best way to “sign” our property given the challenges of being off the highway. The La Pine Mural is a great draw and is easily seen from the road if one is looking this direction. As with all the retail and visitor oriented businesses in our town, we are always looking for innovative ways to bring attention to our business.

As always, if you have any questions about the operation of the Visitor Center, please let me know. And if there are reports in particular you would like to see, please let me know that as well. We pride ourselves on being good stewards of the TLT monies the City has elected to send our way for our Visitor operations.

Sincerely,

A handwritten signature in black ink, which appears to read "Ann Gawith". The signature is written in a cursive, flowing style.

La Pine Chamber of Commerce

Profit & Loss

April through June 2025

	Apr - Jun 25
Ordinary Income/Expense	
Income	
Annual Banquet	
Annual Dinner Tickets	720.00
Total Annual Banquet	720.00
Breakfast	
Regular Attendance	1,335.00
Total Breakfast	1,335.00
Facilities	
Frontier Days Assoc	900.00
KNCP Radio	1,500.00
Total Facilities	2,400.00
Made In La Pine Store	2,983.75
Membership	
New Membership	1,120.00
Renewals	8,310.00
Total Membership	9,430.00
South County Shopper	
SCS Discounts	-347.25
South County Shopper - Other	17,359.67
Total South County Shopper	17,012.42
TRT from City of La Pine	18,700.00
Visitors Guide	4,100.00
Total Income	56,681.17
Gross Profit	56,681.17
Expense	
Annual Banquet Expenses	
Decorations/Misc	517.98
Total Annual Banquet Expenses	517.98
Breakfast Expense	
Catering	650.00
Total Breakfast Expense	650.00
Chamber Expense	
General Operating	
Miscellaneous Operations	
Bank Service Charges	6.00
Credit Card Processing	-118.00
Memberships-Chamber activities	350.00
Total Miscellaneous Operations	238.00
Total General Operating	238.00
Total Chamber Expense	238.00
Credit Card Processing Fees	
CC - Chamber Activities	78.00
CC - Membership	153.07
MIL Credit Card Fees	46.81
SCS Credit Card Fees	347.17
Total Credit Card Processing Fees	625.05
Facilities Exp	

La Pine Chamber of Commerce

Profit & Loss

April through June 2025

	Apr - Jun 25
Rent	7,261.50
Repair/Maint/Snowplow/Upgrade	419.78
Utilities	873.77
Total Facilities Exp	8,555.05
Insurance	
Business Auto & GL	160.09
D&O Coverage	265.76
W/C	355.75
Total Insurance	781.60
Made in La Pine Store Exp	
Maint/Supplies	677.97
Paid to Vendors	1,358.80
Total Made in La Pine Store Exp	2,036.77
Miscellaneous Operations	
Accounting	3,600.00
Advertising-Chamber Activities	400.00
Bank Service Charges	15.00
Contract Services	65.25
Membership Dues	499.00
Miscellaneous Events	280.00
Software	104.99
Volunteer Appreciation	66.30
Total Miscellaneous Operations	5,030.54
Office Equipment & Supplies	
General Supplies	1,045.38
Office Equip & Supplies - Other	188.00
Printer Costs	137.45
Printer Lease	578.82
Total Office Equipment & Supplies	1,949.65
Payroll Expenses	
Executive Director	8,563.80
Office Staff-Part Time	7,882.45
Payroll Taxes/Expenses	6,258.93
Total Payroll Expenses	22,705.18
SCS Expenses	
SCS Ad Sale Commissions	4,744.94
SCS Advertising/Marketing	6,435.00
SCS Contract	3,400.00
SCS Supplies/Software/Other	1,209.86
Total SCS Expenses	15,789.80
Visitor Operations Expenses	
Advertising - General	899.00
Grants	1,500.00
Visitor Operations Expenses - Other	365.45
Total Visitor Operations Expenses	2,764.45
Website	
Software/Maintenance	218.99
Total Website	218.99
Total Expense	61,863.06
Net Ordinary Income	-5,181.89

11:13 AM

07/30/25

Accrual Basis

La Pine Chamber of Commerce

Profit & Loss

April through June 2025

	Apr - Jun 25
Other Income/Expense	
Other Income	
Interest from Checking Account	27.17
Interest from Savings 0704 VG	5.06
Total Other Income	32.23
Other Expense	
Misc Expense Account	68.95
Total Other Expense	68.95
Net Other Income	-36.72
Net Income	-5,218.61



CITY OF LA PINE

STAFF REPORT

Meeting Date: August 13, 2025
TO: City Council
FROM: Ashley Ivans, Finance Director *Ashley Ivans*
SUBJECT: Appointment of Budget Committee Members

<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:

Councilmembers:

Earlier this summer, we received an applications for a budget committee member. Samuel Facey would like to participate on the City's Budget Committee. The Committee has no business scheduled until May. However, if a situation arises where we will need to convene the committee it will be nice to have an additional member. I recommend that you appoint Mr. Facey to the City's Budget Committee.

Mr. Facey will have a 4 year term ending in December 2029.

I have provided a recommended motions below

Motion Recommendation 2: *I move that we appoint Samuel Facey to the City's Budget Committee, followed by a second and a roll call vote.*



City of La Pine

Advisory Committee Application

Which Committee would you like to apply for? Please check as many as are applicable.

- ☐ Urban Renewal Agency Board
- ☐ Planning Commission
- ☒ City of La Pine Budget Committee (must be a City Resident)
- ☐ Urban Renewal District Budget Committee (must be a City Resident)

General Information

Name: Samuel James Facey

Address: 16645 William Foss Rd

City: La Pine State: OR Zip Code: 97739 Phone Number: +1 (541) 410-0759

Email Address: samuelfacey45@gmail.com

Do you reside within the city limits of La Pine? Yes

Statement indicating reason you would like to serve on this voluntary board, committee, or commission: I'm committed to the

Growth and vitality of La Pine. As a local business owner in civic minded resident, I want to help ensure responsible budgeting and financial planning for

the city. My goal is to support the development that lines of our communities needs and maintains La Pines character.

Special skills, interest, and/or hobbies that you believe would bring value to your ability to serve on this board, committee, or commission: Founder and owner Sams fish food L.L.C, with experience in operations, finance and community development. Background in

Aviation, And community based finance. Experience advocating for local food, security emergency response. Planning in housing issues. familiar

With city planning principles and infrastructure budgeting.

Current Occupation: Owner and founder, Sams Fishfood LLC

Volunteer History

Other volunteer committee, board, or commission experience: _____

When: _____ Organization: _____

Type of Organization: _____

Address: _____ Phone Number: _____

Role: _____

Describe activities and achievements: _____

When: _____ Organization: _____

Type of Organization: _____

Address: _____ Phone Number: _____

Role: _____

Describe activities and achievements: _____

When: _____ Organization: _____

Type of Organization: _____

Address: _____ Phone Number: _____

Role: _____

Describe activities and achievements: _____

Other information/References

How did you hear about this position? The cities website

Do you have any neighbors, friends, or relatives presently working for the City of La Pine? ☐ Yes ☒ No. If yes, please list: _____

References: Name: Jonathan Curtis

Number: 323-513-3474

Name: Daniel Facey

Number: 541-410-4917

Name: Ryan Ramirez

Number: 458-240-0539

My signature affirms that the information contained in this application is true to the best of my knowledge. I understand and agree that any misrepresentation and /or omission of facts are cause for my removal from the board, committee, or commission to which I am appointed to. I further understand and agree that City policy requires disclosure of actual or potential conflicts of interest by persons appointed by the City Council to any committee. All information and /or documentation related to service on this board, committee or commission is subject to public records law disclosure, except as otherwise provided under applicable law.

Signature: _____

Samuel Facey

Date: 07/23/2025

Printed Name: Samuel Facey



CITY OF LA PINE

STAFF REPORT

Meeting Date: August 13, 2025
TO: City Council
FROM: Ashley Ivans, Finance Director *Ashley Ivans*
SUBJECT: Resolution 2025-09, Adopting the fee schedule

<input checked="" 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:

Councilmembers:

Deschutes County currently provides addressing services for the City of La Pine. Historically, this service has been provided without an IGA (Intergovernmental Agreement). The County is anticipating staffing changes as a key member of the addressing team will be retiring in December 2026. As part of that preparation, the County has requested that the city consider an IGA for these services. The IGA includes a cost for re-addressing of \$89.80 through June 2026 and a fee of \$94.30 through December 2026.

Staff has determined that adding a fee of \$105 per unit to our fee schedule is enough to capture the cost from the customer for these re-addressing situations, and any administrative fee to bill it. We will not be updating the fee until after December 2026 when the city has determined whether we will be handling addressing internally or through the county's IGA.

A recommended motion is provided below.

Motion Recommendation 2: *I move that we approve Resolution 2025-09, A Resolution adopting the City's fee schedule, followed by a second and a roll call vote.*

CITY OF LA PINE

RESOLUTION NO. 2025-09

A RESOLUTION OF THE CITY OF LA PINE ADOPTING A MASTER FEE SCHEDULE AND ESTABLISHING AND/OR ADJUSTING CERTAIN CITY FEES, RATES, AND CHARGES.

WHEREAS, the City of La Pine ("City") has previously established and adjusted its fees, rates, and charges by separate resolutions of the La Pine City Council (the "Council") for the different types of services and/or materials provided by City; and

WHEREAS, City staff has identified the need to consolidate City's fees, rates, and charges into a master fee schedule; and

WHEREAS, by adoption of this Resolution 2025-09 (this "Resolution"), the Council desires to (a) adopt a master fee schedule, and (b) establish and/or adjust the City fees, rates, and charges included in this Resolution; and

WHEREAS, the fees, rates, and charges established and/or adjusted by this Resolution are intended to recover those costs and expenses incurred by City for providing the respective services and/or materials.

NOW, THEREFORE, BE IT RESOLVED, by and through the Council meeting in regular session, the following:

1. Findings. The above-stated findings are hereby adopted.
2. Fee Schedule Adopted. The Council hereby establishes and adopts the master fee schedule attached hereto as Exhibit A (the "Master Fee Schedule"). The fees, rates, and charges contained in the Master Fee Schedule are hereby adopted and/or adjusted effective August 13, 2025. Effective August 13, 2025, the fees, rates, and charges provided in the Master Fee Schedule amend, replace, and supersede in all respects those fees, rates, and charges established by prior resolutions.
3. Adjustments. Except as expressly provided otherwise by City ordinance, the Council may, from time to time, establish and/or adjust its fees, rates, and charges by resolution. New fees established by City will be incorporated into the Master Fee Schedule.
4. Miscellaneous. This Resolution (and the provisions contained herein) amend, replace, and supersede any resolution (or portion thereof) in conflict with this Resolution. The fees, rates, and charges in this Resolution may, from time to time, be modified by resolution of the Council. The provisions of this Resolution

are severable. If any section, subsection, sentence, clause and/or portion of this Resolution is for any reason held invalid, unenforceable, and/or unconstitutional, such invalid, unenforceable, and/or unconstitutional section, subsection, sentence, clause, and/or constitutionally of the remaining portion will (a) yield to constriction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity enforceability, and/or constitutionality of the remaining portion of this Resolution. The Council determines that the fees imposed by this Resolution are not taxes subject to the property tax limitation of Article XI, section 11 of the Constitution. This Resolution may be correct by order of the Council to cure editorial and/or clerical errors. This Resolution will be in full force and effect from and after its passage and adoption.

APPROVED and ADOPTED by the La Pine City Council on August 13, 2025.

Jeannine Earls, Mayor

ATTEST:

Amanda Metcalf, City Recorder

Exhibit A
Master Fee Schedule

(attached)

**City of La Pine
Master Fee Schedule**

Description	Fee	Unit or Comment
Administration		
Public Records Request		
Cost per Standard Copy	\$ 0.25	Per sheet
Cost per Certified Copies	\$ 5.00	Per copy
Copy of Sound Recording	\$ 10.00	Per copy
Copies of Maps and non-standard documents	Actual Cost	
Records on CD	\$ 10.00	
Records transmitted via Fax or Email (first page)	\$ 2.00	\$0.50 each additional page. Limit 25 pages
Records transmitted via Fax or Email (Concurrent pages)	\$ 2.00	\$0.25 Per page
Labor Costs	Actual Cost	plus 10% Administration fee
Delivery and Postage	Actual Cost	plus 10% Administration fee
Attorney Fees	Actual Cost	plus 10% Administration fee
Business Licensing		
Annual	\$ 45.00	July 1st to June 30th annually
Temporary	\$ 25.00	Less than 30 days
Change Fee	\$ 15.00	
Non-Profit	\$ -	
Liquor Licensing		
New Application	\$ 150.00	
Annual Renewal	\$ 25.00	
Temporary Liquor Permit	\$ 25.00	
Recreational Marijuana Permitting		
Initial Permit Application	\$ 200.00	
Permit Renewal Fee (Annual)	\$ 70.00	July 1st to June 30th annually
Application Change Fee	\$ 25.00	
Social Gaming License		
Annual	\$ 100.00	July 1st to June 30th annually
Miscellaneous Fees		
Recording Fee	\$ 100.00	plus actual recording costs
Event Plan Application Processing	\$ 50.00	
Returned Check Charge	\$ 25.00	
Copies	\$ 0.25	Per page
Transient Room Tax	7%	Of rent
Franchise Fees		Set by agreement
Mobile Food Vendor Permit Application	\$ 150.00	
Community Development		
Code Enforcement		
Nuisance Abatement Procedures	\$ 175.00	
Land Use Review Fees		
Attorney Fees	Actual Cost	plus 10% administration fee. This fee includes other permits, applications, agreements, easements, and attorney fees.
Accessory Dwelling	\$ 500.00	
Annexation	\$ 5,500.00	
Appeal of Administrative Decision to Planning Commission	\$ 250.00	
Appeal of Planning Commission Decision to City Council	\$ 3,500.00	plus 20% of the original application fee
Cell Tower	\$ 10,500.00	
Conditional Use	\$ 1,800.00	
Exceptions Request	\$ 2,000.00	
Extension Fee (First)	\$ 200.00	
Extension (Second)	\$ 400.00	
Fence (over 3 ft) permit on street frontages	\$ 500.00	
Final Plat Review/Condominium Plat Review	\$ 500.00	
Home Occupation	\$ 300.00	
Lot Line Adjustment	\$ 750.00	
LUBA Remand	\$ 5,000.00	
Partition	\$ 2,100.00	
Pre-Application/Design Review	\$ 110.00	Per hour (1st hour free)
Reconsideration of Decision	\$ 1,600.00	

**City of La Pine
Master Fee Schedule**

Description	Fee	Unit or Comment
Replat	\$ 1,600.00	
Site Suitability Check/LUCS	\$ 150.00	
Subdivision/Replat	\$ 4,500.00	Plus \$50 per lot
Temporary Use Permit for Seasonal Sales	\$ 75.00	Per year
Temporary Use Permit for Medical Hardships	\$ 250.00	
Text Amendment	\$ 2,000.00	
Vacation of Right-of-Way	\$ 1,500.00	
Variance	\$ 2,000.00	
Zone Change/Comp Plan Amendment	\$ 6,500.00	
Zoning Permit Application	\$ 500.00	
Zoning Permit Application - Residential	\$ 250.00	
Master Planned Development		
0-4.99 Acres	\$ 3,500.00	
5-10 Acres	\$ 4,500.00	
More than 10 Acres	\$ 6,500.00	
Maps		
Small (8 1/2 x 11)	\$ 5.00	
Medium (11 x 17)	\$ 15.00	
Large (24 x 36 or larger)	Actual Cost	plus 10% administration fee
Sign Permits		
Primary Signs	\$ 200.00	
Temporary Sign Permit	\$ 50.00	
Portable Sign	\$ 30.00	
Site Plan Review		
Less than 1,000 sq. feet	\$ 2,500.00	
1,001 - 5,000 sq. feet	\$ 3,000.00	
5,001- 10,000 sq. feet	\$ 4,000.00	
More than 10,000 sq. feet	\$ 4,500.00	
Miscellaneous Planning Fees		
Advanced Planning Fee	0.25%	Of building valuation, collected by County
Lot of Record Verification	\$ 1,300.00	
Modification of Approved Decision	\$ 1,000.00	
Re-Addressing Fee (per Unit)	\$ 95.00	
Research	Actual Cost	plus 10% administration fee
Printed - Comprehensive Plan Copy	\$ 50.00	
Printed - Development Code Copy	\$ 25.00	
Derelict Structure Fee	\$ 600.00	
Low-Income Rental Housing Tax Exemption (LIRHTE) Application	\$ 1,000.00	
Public Works		
Cemetery		
Cemetery Plot	\$ 450.00	
Headstone Deposit	\$ 300.00	
Sewer Utility Service		
Commercial Rates		
5/8" Base Rate	\$ 36.90	
3/4" Base Rate	\$ 36.90	
1" Base Rate	\$ 63.70	
1 1/2" Base Rate	\$ 108.36	
2" Base Rate	\$ 161.95	
3" Base Rate	\$ 304.87	
4" Base Rate	\$ 465.65	
6" Base Rate	\$ 1,142.05	
Volume Charge	\$ 11.32	Per 1000 gallons of water usage
Residential Rates		
5/8" Base Rate	\$ 36.90	
3/4" Base Rate	\$ 36.90	
1" Base Rate	\$ 63.70	
1 1/2" Base Rate	\$ 108.36	
2" Base Rate	\$ 161.95	
3" Base Rate	\$ 304.87	
4" Base Rate	\$ 465.65	

**City of La Pine
Master Fee Schedule**

Description	Fee	Unit or Comment
6" Base Rate	\$ 1,142.05	
Volume Charge	\$ 6.11	Per 1000 gallons of winter usage average (November - February of prior year)
Outside Septage Dumping		
Within 97739 and 97737 Zip Codes	\$ 0.08	Per gallon
All other Zip Codes	\$ 0.13	Per gallon
System Development Charges		
5/8" Water Meter	\$ 6,663.00	Increases by MCE factor (contact City Hall)
Water Utility Service		
Commercial Rates		
5/8" Base Rate	\$ 35.51	
3/4" Base Rate	\$ 35.51	
1" Base Rate	\$ 88.79	
1 1/2" Base Rate	\$ 177.59	
2" Base Rate	\$ 284.13	
3" Base Rate	\$ 568.26	
4" Base Rate	\$ 887.91	
6" Base Rate	\$ 1,775.81	
Volume Charge	\$ 3.07	Per 1000 gallons of water usage
Residential Rates		
5/8" Base Rate	\$ 35.51	
3/4" Base Rate	\$ 35.51	
1" Base Rate	\$ 88.79	
1 1/2" Base Rate	\$ 177.59	
2" Base Rate	\$ 284.13	
3" Base Rate	\$ 568.26	
4" Base Rate	\$ 887.91	
6" Base Rate	\$ 1,775.81	
Volume Charge - Tier 1 (0-3600 gallons)	\$ 1.47	Per 1000 gallons of water usage
Volume Charge - Tier 2 (3601-7200 gallons)	\$ 2.21	Per 1000 gallons of water usage
Volume Charge - Tier 3 (>7200 gallons)	\$ 3.69	Per 1000 gallons of water usage
Hydrant Meter Services		
Hydrant Checkout Deposit	\$ 500.00	
Hydrant Water Fee	\$ 5.46	Per 1000 gallons of water usage
Meter Fees - Testing		
Testing - 3/4" meter or smaller	\$ 58.00	
Testing - 1" meter	\$ 69.00	
Testing - 1 1/2" meter	\$ 85.00	
Testing - 2" meter	\$ 113.00	
Testing - 3" meter	\$ 145.00	
Testing - larger than 3"	Cost + 15%	
Meter Fees - Installation or Changing		
Installation or Changing - 3/4" meter or smaller	\$ 330.00	
Installation or Changing - 1" meter	\$ 445.00	
Installation or Changing - 1 1/2" meter	\$ 1,050.00	
Installation or Changing - 2" meter	\$ 1,200.00	
Installation or Changing - 3" meter	\$ 4,100.00	
Installation or Changing - larger than 3"	Cost + 15%	
System Development Charges		
5/8" Water Meter	\$ 3,871.00	Increases by MCE factor (contact City Hall)
Miscellaneous Public Works Fees		
Disconnection Fee	\$ 75.00	
Reconnection Fee	\$ 25.00	
New Account Set up Fee	\$ 35.00	
Cut lock, lock replacement	\$ 500.00	
Meter Stop Replacement	\$ 200.00	
Cross Connection Fee	\$ 2.50	Added monthly to utility bill
Door Hanger Notice	\$ 25.00	
Deposits for new accounts	\$ 150.00	refundable after 12 consecutive months of perfect payment history
Fire Flow Testing Fee	\$ 125.00	
Sewer Tank Lid Replacement	Actual Cost	plus 10% administrative fee

**City of La Pine
Master Fee Schedule**

Description	Fee	Unit or Comment
Septic Tank Filter	\$ 100.00	
Labor by the hour	Actual Cost	plus 10% administrative fee
Equipment Rental	\$ 250.00	Per hour
Meter Tampering Fee	\$ 750.00	
Preconstruction Meeting	\$ 500.00	
Inspections on New Construction	1%	of cost of the public improvements on the project
Inactive Services Fees		
5/8" or 3/4" service	\$ 320.00	
1" service	\$ 675.00	
1 1/2" Service	\$ 1,450.00	
> 1 1/2" Service, increases by size	Actual Cost	of 5 months of Water & Sewer base fees, contact City Hall
Streets Fees		
Transportation SDC		
Transportation SDC	\$ 4,409.00	Per EDU, based on Transportation EDU Schedule