



CITY OF LA PINE, OREGON

REGULAR CITY COUNCIL MEETING

Wednesday, December 11, 2024, 5:30 p.m.

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

Available online via Zoom: <https://us02web.zoom.us/j/82220173156>

MINUTES

CALL TO ORDER

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

ESTABLISH A QUORUM

Council

Mayor Richer

Council President Van Damme

Councilor Shields

Councilor Ignazzitto

Councilor Morse

Staff

Geoff Wullschlager – City Manager

Ashley Ivans – Finance Director

Brent Bybee – Community Development Director

Rachel Vickers – Associate Planner

Amanda Metcalf – City Recorder

PLEDGE OF ALLEGIANCE

Mayor Richer led the Pledge of Allegiance.

ADDED AGENDA ITEMS

There were no added agenda items.

PUBLIC COMMENTS

Chuck Anderson, a resident of 16676 Tannenhorst Drive, made a public comment regarding a previous citizen's comment at the last meeting. He stated that Mr. Henderson had raised a complaint about his water meter and inquired if a decision had been made.

Mayor Richer responded that there was no decision for the City Council to make. Mr. Henderson had made a public comment to the Council, and there was no action for the Council to rule on.

Wes Elliott thanked everyone for their time and shared that he had received a call from City Manager Wullschlager earlier regarding his property and the decision about the System Development Charges (SDC) fees.

He explained that the City's methodology for calculating transportation SDCs is based on an interpretation of the City Code. He also noted that, despite relocating his business to a new site with existing utilities, he would still be required to pay transportation SDCs.

City Manager Wullschlager clarified that older businesses established before the City's incorporation were not initially charged SDCs. However, if such businesses relocate and the nature of their use changes, a new transportation SDC is calculated. Additionally, if the new business results in an increase in trip rates, the business will need to pay the difference corresponding to the increase.

CONSENT AGENDA

1. 11.13.2024 Joint BoCC and City Council Meeting Minutes
 - a. Public Testimony Sign In Sheet – 01TA-24
 - b. Public Comment Z. Stathakis
 - c. Public Comment B. Huntamer
 - d. Public Comment S. Henderson
 - e. Public Comment Submission S. Henderson
2. Financial Reports October 2024
 - a. Financial Summary
 - b. Interest Report
3. Chamber of Commerce Financial Reports 1st Quarter
 - a. Letter from the Chamber of Commerce
 - b. Profit and Loss Report

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

OLD BUSINESS:

1. Ordinance 2024-02 Development Code Amendments
 - a. Staff Report
 - b. Ordinance 2024-02

Community Development Director Bybee presented to the Council Ordinance 2024-02 for a second reading and consideration. He gave a brief summary of the ordinance. There were no deliberations from the Council.

Councilor Ignazzitto made a motion to approve Ordinance 2024-02 as presented by Staff. *Councilor Morse seconded the motion.* Mayor Richer asked for a roll call vote:

Council President Van Damme – Aye

Councilor Shields – Nay

Councilor Ignazzitto – Aye

Councilor Morse – Aye

Motion passed with a majority vote.

NEW BUSINESS:

1. La Pine 2045 Update Presentation

Community Development Director Bybee provided the Council with an update on the comprehensive plan, La Pine 2045. He presented the 'Growth for All' map, developed by consultant 3J, and compared the original version to a revised version that included staff edits. He also noted that additional edits were suggested by the Planning Commission following their review of the map.

Councilor Morse inquired about an open green area on Willow, noting that there is currently a home on this property.

Community Development Director Bybee noted this change and clarified that the map does not alter existing zoning but serves as a guiding document for future development.

Councilor Ignazzitto requested clarification on the definition of mixed use and its allowable uses. She also asked whether the staff map reflects an expansion of the commercial zone within the downtown overlay.

Community Development Director Bybee confirmed this and elaborated on the current zoning area and the proposed revisions in the staff-edited map.

Councilor Van Damme expressed support for the proposed roundabout at the intersection of Huntington and Burgess.

Councilor Shields expressed concern about the proximity of high-density residential zoning to the industrial zone and proposed the introduction of a buffer zone to separate them.

The Council unanimously agreed that the wetlands should remain designated as greenspace.

Community Development Director Bybee outlined upcoming joint work sessions with the Planning Commission, noting that staff would require high-level policy direction.

Finance Director Ivans clarified that the open green area on Willow, which Councilor Morse had referenced earlier, should be indicated at a different location on the map.

2. Business Oregon

- a. Staff Report
- b. Y19008 Amendment 2
- c. S17027 Amendment 3

Finance Director Ivans presented the staff report on two proposed amendments to the Business Oregon Water/Wastewater Fund Contracts.

She explained that inadvertent discoveries made in March 2024 had a significant impact on the project completion date. She also noted that it is standard practice to make adjustments and clarify contract language toward the end of a project.

Director Ivans stated that T19008 Amendment 2 extends the contract date, while S17027 Amendment 3 adjusts the contract completion date and incorporates two housekeeping changes. She stated that staff have no concerns with these amendments and recommends their approval with separate motions.

Councilor Ignazzitto made a motion to approve amendment 2 of agreement Y19008 with Business Oregon. *Councilor Morse seconded the motion.* Motion passed unanimously.

Council President Van Damme made a motion to approve amendment 3 of agreement S17027 with Business Oregon. *Councilor Shields seconded the motion.* Motion passed unanimously.

1. 03 Employee Handbook Amendments
 - a. Staff Report and Updated Employee Handbook
 - b. Resolution 2024-21 Approving the Proposed Amended Employee Handbook

Finance Director Ivans presented the staff report regarding proposed amendments to the employee handbook. She noted that the handbook was last updated in 2017; however, she was unable to locate any record of formal approval for that version.

She explained that the Council will be formalizing some existing changes and introducing a new policy aimed at helping the City maintain its competitive position as a public employer. She included the updated handbook for the record and provided an overview of the changes, specifying whether each policy is already in place, newly proposed, or requires housekeeping adjustments.

Councilor Ignazzitto made a motion to approve Resolution 2024-21, a resolution approving proposed amendments to the La Pine Employee Handbook. *Councilor Morse seconded the motion.* Mayor Richer asked for a roll call vote:

Council President Van Damme – Aye

Councilor Shields – Aye

Councilor Ignazzitto – Aye

Councilor Morse – Aye

Motion passed unanimously.

2. Proclamation 2024-03 Election Results
 - a. Staff Report
 - b. Proclamation 2024-03

City Manager Wullschlager presented a staff report for Proclamation 2024-03 declaring the election results.

Councilor Ignazzitto made a motion to approve Proclamation 2024-03, a proclamation of the City of La Pine declaring the results of the November 5, 2024, General Election. *Council President Van Damme seconded the motion.* Mayor Richer asked for a roll call vote.

Councilor Morse – Aye

Councilor Ignazzitto – Aye

Councilor Shields – Aye

MAYOR & COUNCIL COMMENTS

Mayor Ricer asked for Council comments.

Councilor Morse had no comments

Councilor Ignazzitto thanked both Councilor Van Damme and Mayor Richer for their service and mentioned her appreciation of the time she got to work with them.

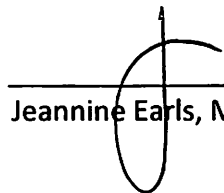
Councilor Shields wished everyone a Merry Christmas and Happy Holidays.

Councilor Van Damme thanked everyone for the time they worked together and mentioned that she will miss the work with the Council.

Mayor Richer also expressed his appreciation of the Council and mentioned that in his role, being his second as Mayor of a community, he very much enjoyed working with this Council.

ADJOURNMENT

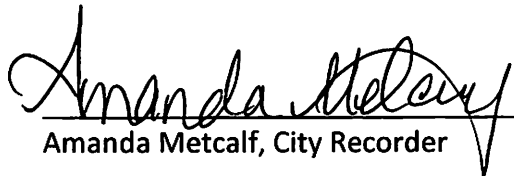
Mayor Richer adjourned the meeting at 7:24 p.m.



Jeannine Earls, Mayor

Date: 1-8-2025

ATTEST:



Amanda Metcalf, City Recorder

Date: 1/8/25

Council President Van Damme – Aye

Motion passed unanimously.

OTHER MATTERS

City Manager Wullschlager presented a Recognition of Excellence to Mayor Richer and Council President Van Damme in honor of their tenure with the City Council.

PUBLIC COMMENTS

There were no public comments.

STAFF COMMENTS

Finance Director Ivans did not have any comments.

City Recorder Metcalf did not have any comments.

Community Department Director Bybee did not have any comments.

Associate Planner Vickers did not have any comments.

City Manager Wullschlager did not have any comments.

MAYOR & COUNCIL COMMENTS

Council President Van Damme did not have any comments.

Councilor Shields did not have any comments.

Councilor Ignazzitto did not have any comments.

Councilor Morse did not have any comments.

Mayor Richer did not have any comments.

Mayor Richer adjourned the regular meeting for the executive session at 6:45 p.m.

EXECUTIVE SESSION: per ORS 192.660 (2)(i)

Mayor Richer opened the executive session at 6:45 p.m.

Mayor Richer closed the Executive Session at 7:20 p.m.

Mayor Richer reopened the regular meeting at 7:20 p.m.

STAFF COMMENTS

City Manager Wullschlager spoke with the Council about the primary tree that is lit for the Christmas holiday to inquire if the Chamber had plans on performing a tree lighting ceremony as in years past. The council did not have specificity on a proposed tree lighting.

City Manager Wullschlager thanked Council President Van Damme and Mayor Richer again for their service and told them they would be missed from the Council.