



**CITY OF LA PINE, OREGON**  
**JOINT BOARD OF COUNTY COMMISSIONERS/CITY COUNCIL MEETING**  
**&**  
**REGULAR CITY COUNCIL MEETING**

**Wednesday, October 8, 2025, at 5:00 PM**

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

**Available online via Zoom:** <https://us02web.zoom.us/j/81778624724>

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*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.*

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## **AGENDA**

### **CALL TO ORDER**

### **ESTABLISH A QUORUM**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC COMMENTS**

*Three (3) minutes per person; when asked to the podium, please state your name and whether you live within La Pine city limits.*

### **JOINT BoCC AND CITY COUNCIL MEETING**

*The Joint BoCC and City Council Meeting is held in a workshop format where the elected officials from each body discuss subject areas of interest to both jurisdictions. This format is intended to facilitate conversation but does not yield legislative or judicial action during the session. Public Comments are permitted at the discretion of the presiding member of the City of La Pine City Council.*

### **BUSINESS:**

1. Newberry Neighborhood Master Planning
2. Law Enforcement Discussion (Klamath County)
3. Land Fill Siting Update
4. BoCC Districting Update
5. Traffic Safety- Burgess Rd. (Rosland Elementary School)
6. Economic Development Update
7. La Pine DSL Land Transfer Update

### **OTHER ITEMS NOT ON AGENDA**

**REGULAR COUNCIL SESSION****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*

**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 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. 09.17.2025 Joint City Council/Planning Commission Workshop and City Council Minutes..3.
2. 09.24.2025 Regular City Council Meeting Minutes.....9.

**PRESENTATIONS:**

None

**PUBLIC HEARING:**

None

**OLD BUSINESS:**

1. Proclamation 2023-05, 250<sup>th</sup> Anniversary USPO
  - a. Staff Report ..... 13.
  - b. Proclamation 2023-05..... 14.

**NEW BUSINESS:**

None

**PUBLIC COMMENTS**

*Three (3) minutes per person; when asked to the podium, please state your name and whether you live within La Pine city limits.*

**STAFF COMMENTS****MAYOR & COUNCIL COMMENTS****ADJOURNMENT****EXECUTIVE SESSION: Per ORS 192.660 if necessary**

None

*The public will not be permitted to attend the executive session; provided, however, representatives of the news media and designated staff will be allowed to attend the executive session. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the executive session as previously announced. No decision will be made in the executive session.*



**CITY OF LA PINE, OREGON**  
**JOINT CITY COUNCIL & PLANNING COMMISSION**  
**WORKSHOP & REGULAR CITY COUNCIL MEETING**

Wednesday, September 17, 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/88136807786>

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## **MINUTES**

### **CALL TO ORDER**

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

### **ESTABLISHMENT OF QUORUM**

#### Council

Mayor Earls – Absent (Excused)

Council President Ignazzitto – Mayor Pro Tem

Councilor Shields

Councilor Morse

Councilor Curtis

#### Planning Commission

Chair Myers

Vice Chair Poteet

Commissioner Bauman

Commissioner Hatfield

Commissioner Accinelli – Absent (Excused)

#### Staff

Geoff Wullschlager – City Manager

Brent Bybee – Community Development Director

Nick Tierney – Associate Planner

Amanda Metcalf – City Recorder

### **PLEDGE OF ALLEGIANCE**

Council President Ignazzitto led the Pledge of Allegiance

### **JOINT CITY COUNCIL & PLANNING COMMISSION WORKSHOP**

**JOINT BODY DISCUSSION:****1. Community Development Code Update Work Session**

Community Development Director Bybee presented for both the City Council and Planning Commission the first work session of two for text amendments for the City Development Code.

His first subject to discuss was short-term rentals. There was a discussion among the Council and Commission regarding whether the City should regulate short-term rentals. There was not a consensus among the Council and the Commission and it was decided that staff will draft new regulating language so they can discuss it further and vote at the next work session.

Associate Planner Tierney presented the Special Use Standards - Residential Uses and Accessory Uses. He explained that this will be an overhaul of the manufactured dwelling park (MDP) code to comply with state statute, the Planning Commission work session in 2024, and the La Pine 2045 Comprehensive Plan.

He explained why the City is focusing on MDPs, the background, existing City-wide Manufactured Dwelling Park Inventory, Existing Conditions, Planning Commission Feedback from the 2024 work session, State Law & LUBA, La Pine 2045, and a drafted code.

The joint City Council and Planning Commission bodies (the bodies) approved the minimum MDP area of 1 acre, as provided by State statute. He provided examples of the draft density bonus criteria, and after discussion the joint bodies agreed to include them. After describing the minimum lot size requirements and how they compared to existing inventory, the bodies recommended increasing the minimum lot size to 2500 square feet. He explained interior setbacks, and after discussion the Council and Commission agreed to require a 10-foot setback around the perimeter of MDPs. They had no comments or changes regarding the proposed setbacks between dwellings. After discussing parking requirements, there was consensus to increase the standard from one off-street parking space per dwelling to two off-street spaces and allowing either garage or covered parking as sufficient, per dwelling. They also supported adding guest parking and recommended a ratio of one space per two dwellings, with an additional two spaces provided per recreational facility.

There was a suggested change from crushed gravel access drives to asphalt or concrete, which both the Council and Commission supported. They also agreed that driveways must accommodate emergency vehicles, dead-end access must provide turn-around space, and developments with more than ten dwellings must include sidewalks. Councilor Shields recommended that hammerhead turnaround features be added to the list of approved turnaround facilities when dead-end access is proposed.

The discussion then turned to landscaping requirements for the MDP. The Council and Commission agreed to allow chain-link fencing for durability but required that sight-obscuring must be provided by durable materials. They also supported requiring landscaping between and around dwellings to provide buffers. They discussed outdoor storage, decks and patios, trash receptacles, and recreational facilities, and agreed with the language as presented without changes. They also supported the proposed amount of landscaped areas and did not want modifications. Lastly, they agreed with the recommended wildfire resilience criteria as provided by CPAW, and that skirting materials should be specified as metal fine mesh.

Community Development Director Bybee presented proposed code changes which included removing limited use for eating and drinking establishments in the public facility zone. Both the Council and Commission agreed and did not want to modify the language.

He then presented the Flood Plain Overlay Zone, explaining that it had been completely overhauled and that staff had used the federal model code for the proposed changes. Both the Council and Commission requested to review the new code and discuss it further at the next work session.

Next, he presented the Downtown Overlay Zone and outlined a correction to a reference for parking area standards as well as a clarification on secondary material requirements.

He presented shipping containers and, after receiving feedback from many developers, when they would be allowed on Commercial development properties. The Council and Commission decided that for a development to receive a certificate of occupancy, all shipping containers used during construction would need to be removed. They also agreed that containers could not be placed on City streets and would only be allowed on the development lot.

Director Bybee presented landscaping, buffering, and fencing and asked if barbed wire fences should be allowed when required by a local, state, or federal agency. Both the Council and Commission agreed and did not want to modify the language.

He then presented parking and loading, specifically bicycle parking, and noted that compared to other jurisdictions the City required more than most. The Council and Commission discussed the different zoning areas and agreed that multifamily dwellings should remain at two bicycle spaces per four dwelling units. For commercial, they agreed to require one bicycle space per ten car parking spots. They had no changes to the proposed bicycle parking requirements for industrial, community service, parks and recreation, and multiple uses.

He presented the Special Use Standards for Nonresidential Uses, and the Council and Commission did not have any changes.

Next, he presented application procedures and stated that there needed to be clarification on when a decision could be sent out following the initial 14-day comment period. The changes would reduce it to 14 days in accordance with state statute and amend the code's Measure 56 language to be in compliance with state statute when rezoning.

Lastly, he presented property line adjustments and explained that the update would require any lot created during a lot line adjustment to support an applicable use. The Council and Commission did not have any changes or modifications.

### **OTHER ITEMS NOT ON AGENDA**

There were no other items on the Agenda

### **ADJOURNMENT**

Council President Ignazzitto adjourned the work session at 7:46 p.m.

### **REGULAR COUNCIL MEETING**

### **CALL TO ORDER**

Council President Ignazzitto called the meeting to order 7:49 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

Brent Bybee – Community Development Director

Nick Tierney – Associate Planner

Amanda Metcalf – City Recorder

**ADDED AGENDA ITEMS**

There were no added agenda items.

**PUBLIC COMMENTS**

There were no public comments.

**CONSENT AGENDA**

1. 08.13.2025 City Council Meeting Minutes
  - a. Public Comment Form – S. Martinez

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

Councilor Shields - Aye

Councilor Morse - Aye

Councilor Curtis – Aye

Motion passed unanimously.

**OLD BUSINESS:**

There was no old business.

**NEW BUSINESS:**

1. Proclamation 2025-02 Constitution Week
  - a. Staff Report
  - b. Proclamation 2025-02

City Manager Wullschlager presented to the Council Proclamation 2025-02 a proclamation designating September 17<sup>th</sup>-23<sup>rd</sup> as Constitution Week.

Council President Ignazzitto read the Proclamation aloud for the City.

Councilor Shields made a motion to approve Proclamation 2025-02 Constitution Week. *Councilor Curtis seconded the motion.*

Councilor Shields - Aye

Councilor Morse - Aye

Councilor Curtis – Aye

Motion passed unanimously.

#### **OTHER MATTERS**

There were no other matters.

#### **PUBLIC COMMENTS**

There were no public comments.

#### **STAFF COMMENTS**

Associate Planner Tierney gave an update on current planning which included Type I applications consisting of a total of 76 zoning permits for the year. Type II applications consisted of three partitions with two more pending. Type III included the City-owned spec building and another application awaiting payment. Type IV consisted of a text amendment application.

Community Development Director Bybee gave an update on long range planning and explained that staff needed to move forward with the Transportation System Plan (TSP) update and would request an update from ODOT. He stated that the Community Planning Assistance for Wildfire (CPAW) recommendations would be presented at the next joint session. He also informed the Council that the City was awarded the Excellence in Planning Award for the Comprehensive Plan update by the American Planning Association Oregon Chapter (OAPA).

City Manager Wullschlager stated that he received another proclamation that he would present at the next council meeting. He asked the Council if they would like to meet next week since this month's schedule had changed. The Council agreed to meet next week to discuss the proclamation and subject matters for the joint Board of County Commissioners (BoCC) meeting.

#### **MAYOR & COUNCIL COMMENTS**

Councilor Morse stated that everyone was doing a great job.

Councilor Shields echoed the sentiment and expressed appreciation for the work being done.

Councilor Curtis also thanked everyone and stated that they were doing a great job.

Council President Ignazzitto thanked everyone and specifically commended Associate Planner Tierney for doing a great job on his presentation.

#### **EXECUTIVE SESSION: per ORS 192.660 if necessary**

#### **ADJOURNMENT**

Council President Ignazzitto adjourned the meeting at 8:07 p.m.

SIGNATURE PAGE TO FOLLOW

\_\_\_\_\_  
Date:

Jeannine Earls, Mayor

ATTEST:

\_\_\_\_\_  
Date:

Amanda Metcalf, City Recorder





## **CITY OF LA PINE, OREGON REGULAR CITY COUNCIL MEETING**

**Wednesday, September 24, 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/82073335205>**

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### **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 Wullschalger – City Manager

Brent Bybee – Community Development Director

Nick Tierney – Associate Planner

#### **PLEDGE OF ALLEGIANCE**

Community Development Director Bybee led the Pledge of Allegiance.

#### **ADDED AGENDA ITEMS**

There were no added agenda items.

#### **PUBLIC COMMENTS**

There were no public comments.

#### **CONSENT AGENDA**

There is no consent agenda for this meeting as all items were approved at the September 17, 2025, meeting.

#### **OLD BUSINESS:**

There wasn't any old business.

**NEW BUSINESS:****1. Discussion of proposed/draft proclamation 2025-03**

City Manager Wullschlager presented proclamation 2025-03 that was submitted by the American postal workers union on behalf of the USPS<sup>[NT1]</sup> for Council consideration. He read aloud his email to the Council regarding the proposed proclamation and pointed out two clauses that he recommended they review before approval. The Council discussed the proclamation and decided that they would like more benign language throughout. They requested an edited version to review at the next Council meeting.

**2. Discussion of upcoming joint City/BoCC meeting – scheduled 10.08.25**

City Manager Wullschlager opened the discussion regarding topics the Council would like to bring forward at the joint meeting with the Board of County Commissioners (BoCC). He stated that he had not yet received agenda items from the County and did not know what they planned to discuss but noted they would most likely want to address the Newberry neighborhood.

Community Development Director Bybee explained the Newberry Master Plan designed in 2003 and recommended that the Council discuss the Newberry Infill Plan with the BoCC, emphasizing that this project should be a joint effort between the City and the County. The Council agreed to have this subject added to the agenda.

There was a discussion regarding the proposed site for the Deschutes County landfill. The Council decided that if the County wished to bring the matter forward, it could be added, but they did not see the need to include it as a City item.

There was also discussion regarding an update on the expansion of the number of County Commissioners and having it on the agenda to discuss.

City Manager Wullschlager reported on recent efforts with Mayor Earls regarding BLM cleanups, noting the success of collaboration among governing bodies to provide opportunities for houseless community members. He also stated that there was no law enforcement presence north of Chemult in Klamath County to the Deschutes County border, which resulted in the Deschutes County Sheriff's Office, that polices the City of La Pine, being called to respond to needs south of La Pine.

No additional items were identified for the joint meeting with the BoCC.

**OTHER MATTERS**

There were no other matters.

**PUBLIC COMMENTS**

Zorba Snathakis commented on the idea of partnering with Commute Options to try and receive free e-bikes for the City of La Pine. He provided several examples of ways the City could be more pro-bike, including safety discussions with educators and organizing a community group ride. He also asked that this topic be added to the subjects for discussion at the joint meeting with the BoCC.

**STAFF COMMENTS**

Community Development Director Bybee gave an update on long range planning and noted that there was a recent joint work session with the Planning Commission, with the next session scheduled for October 22nd. He reported that staff were still waiting on the grant decisions from DLCD for the Cagle Infill Project and the Housing Code Amendments, but clarified that even if the grant was not awarded, staff would still move forward with the project.

He provided an update on the TSP update and the TGM grant from ODOT, stating that progress remained in a holding pattern at the TGM grant office due to ODOT budget issues.

There was a discussion regarding the State-owned property on the north side of La Pine and potential development by the Department of State Lands. He noted that they had recently purchased the property from BLM and, while there were no current development plans, the property was slated for a multifamily development project. He shared that he has emphasized the importance of adequate public infrastructure to serve any new development. DSL and the City are having a meeting to discuss.

Councilor Shields asked for a cemetery update. City Manager Wullschlager stated that there were no plans to expand the cemetery; however, city staff would be going out to clean the cemetery and mark the plots.

Mayor Earls allowed public comments from Zorba Snathakis.

Associate Planner Tierney gave an update on current planning. Type I applications, consisting of zoning applications, are slowing down. Type II consisted of five partition decisions that had been issued and are in various stages of their appeal windows. Type III included two spec buildings in the industrial zone. Type IV was a text amendment that was still under review.

### **MAYOR & COUNCIL COMMENTS**

Councilor Morse did not have any comments.

Council President Ignazzitto gave an update on her recent Central Oregon Area Coalition Transportation (COACT) meeting. She reported that ODOT is now running COACT and stated that she voiced at the meeting the need for more attention on Highway 97 in La Pine.

Councilor Shields did not have any comments.

Councilor Curtis did not have any comments.

Mayor Earls thanked the Council for covering the meeting during her absence.

**EXECUTIVE SESSION: per ORS 192.660 if necessary**

### **ADJOURNMENT**

Mayor Earls adjourned the meeting at 6:42 p.m.

SIGNATURE PAGE TO FOLLOW

\_\_\_\_\_  
Date:

Jeannine Earls, Mayor

ATTEST:

\_\_\_\_\_  
Date:


Amanda Metcalf, City Recorder



## CITY OF LA PINE

### STAFF REPORT

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Meeting Date: October 8, 2025  
TO: City Council  
FROM: Geoff Wullschlager, City Manager   
SUBJECT: Proclamation 2025-03, 250<sup>th</sup> Anniversary USPO

<input checked="" type="checkbox"/>	Proclamation	<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:

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#### Councilmembers:

The City of La Pine has been approached by a volunteer for the American Postal Workers Union for the Greater Oregon Area Local 555. They have initiated a national campaign to recognize the US Postal Service's 250<sup>th</sup> anniversary which coincides with 2025.

As per our previous discussion on this recognition, attached you will find a draft proclamation with amendments made that reflect the thoughts and considerations of the City Council of the City of La Pine. We can discuss these edits during our meeting and if there are any questions or further amendments, we can extend the consideration of this action to a later meeting as we have the remainder of the year to reach conclusion.

#### Action:

Please review the attached Proclamation 2025-03. If Council approves of the proposed proclamation, the following action should be exercised:

1. Make a motion to **Approve Proclamation 2025-03**, followed by a **second**, and a roll call vote.

**CITY OF LA PINE**

**PROCLAMATION NO. 2025-03**

**A PROCLAMATION OF THE CITY OF LA PINE RECOGNIZING THE 250<sup>th</sup>  
ANNIVERSARY OF THE UNITED STATES POST OFFICE**

**WHEREAS**, 2025 is the year of the 250th Anniversary of the creation of the United States Post Office, the predecessor of the modern Postal Service, one year earlier than the founding of the country itself, and later enshrined in the U.S. Constitution, and

**WHEREAS**, the Postal Service has played a significant role in the historical development of the country from the establishment of roads, railways, and airlines, and a vital part of the fabric binding together the people of the country, and

**WHEREAS**, the Universal Service Obligation (USO) in current law enables the population to receive equal and affordable quality services no matter who we are or where we live, and is a democratic right of the people, and

**WHEREAS**, the U.S. Postal Service serves 169 million addresses six, and sometimes, seven days a week under this framework, and

**WHEREAS**, the USPS does not receive taxpayer money but rather runs on its own revenue created by postage and postal products, and

**WHEREAS**, due to its public mission, the Postal Service is the low-cost anchor of the \$1.3 trillion dollar mailing and package industry which supports seven million jobs across the country, and

**WHEREAS**, the Postal Service is an important source of union, and non-career living-wage jobs with fair hiring practices and equal pay for equal work for workers from all levels of society, and is one of the largest employers of Veterans, and

**WHEREAS**, any effort to privatize the USPS, in whole or in part, could undermine the very public mission of the Postal Service, the Universal Service mandate and the dedicated work of hundreds of thousands of employees who inhabit a distinct space in the fabric of our nation at the crossroads of public service and independent enterprise, and

**WHEREAS**, while communication habits are always changing, the USPS stays a vital source of communications, the exchange of ideas, financial transactions, private and secure correspondence, mail-order medications, mail-in voting and e-commerce packages, a host of opportunities for new and expanded services, and community, and

**WHEREAS**, local USPS offices serve to be centers of connection and information particularly in rural communities across the United States, and

**WHEREAS**, the United States Postal Service is owned by the people and is a wonderful national treasure encapsulating the best of government "of, by and for the people,".

**NOW, THEREFORE**, the City of La Pine proclaims as follows:

1. That that on this \_\_\_\_\_ day/month /year the City Council of the City of La Pine, Oregon goes on record in support of the public mission of the USPS contained in the 1970 Postal Reorganization Act which says; *"The United States Postal Service shall be operated as a basic and fundamental service provided to the people by the Government of the United States, authorized by the Constitution , created by Act of Congress and supported by the people. The Postal Service shall have as its basic function the obligation to bind the Nation together..."*.
2. And be it further proclaimed that this body appreciates the role of the U.S. Postal Service on its 250th Anniversary, salutes the diligent postal workers from all levels of society who serve the people and business community, and supports a robust and thriving publicly based Postal Service for generations to come.

APPROVED and ADOPTED by the La Pine City Council on \_\_\_\_\_, 2025

\_\_\_\_\_  
Jeannine Earls, Mayor

ATTEST:

\_\_\_\_\_  
Amanda Metcalf, City Recorder