



Location: City Hall – Council Chambers
Date: May 11, 2021
Time: 6:30 PM

City Council Meeting Agenda

Mayor Jason Beebe, Council Members Steve Uffelman, Janet Hutchison,

Patricia Jungmann, Gail Merritt, Jeff Papke, Raymond Law and City Manager Steve Forrester

This meeting will be open to the public by telephonic communications due to commitment to eliminate the exposure and spread of COVID-19. This meeting can be attended by calling 346-248-7799 Meeting ID 947 5839 2608. Please visit our website for additional meeting information.

Call to Order

Flag Salute

Additions to Agenda

Consent Agenda

1. Regular Meeting Brief 4-27-2021

Visitors, Appearances and Requests

Council Business

2. Partial Vacation of NW Beaver **(PUBLIC HEARING)** - Josh Smith

Staff Reports and Requests

3. City Manager's Report - Steve Forrester
4. Strategic Planning Scheduling Discussion - Steve Forrester

Committee Reports

Ordinances

Resolutions

Visitors, Appearances and Requests

5. *Due to COVID-19 and in an effort to eliminate the exposure and spread of COVID-19, anyone wishing to submit public comment or comments, either to a specific agenda item or otherwise may do so in written format via email at cityhall@cityofprineville.com or by mail to 387 NE Third Street, Prineville, OR 97754. Any written submission must include the sender's name, address and be received no later than 4:00 p.m. the day of the meeting. Any comments received prior to the meeting will be shared with the City Council, posted on our City website and become part of the meeting record.*

Adjourn

Agenda items maybe added or removed as necessary after publication deadline



CITY OF PRINEVILLE
Regular Meeting Brief
387 NE Third Street – Prineville, OR 97754
541.447.5627 ph 541-447-5628 fax

Full Meeting Recordings Available at:
<http://cityofprineville.com/meetings/>

City Council Meeting Brief
April 27, 2021

Council Members Present:

Janet Hutchison
Ray Law
Jason Beebe
Patricia Jungmann

Gail Merritt
Steve Uffelman

Council Members Absent

Jeff Papke

Additions to the Agenda

Council Business – Consideration of Letter to Governor

Consent Agenda

1. Regular Meeting Brief 4-13-2021
2. PD Property Conversion

Councilor Uffelman made a motion to approve consent agenda as presented. Motion seconded. No discussion on motion. Motion carried.

Visitors, Appearances and Requests:

Public Appearances

No written comments were received.

Council Business

3. **Reading of Proclamation – April Fair Housing Month – Mayor Beebe**

Mayor Beebe read the proclamation into the record.

4. Intent to Award Purchase of Golf Carts – Zach Lampert

Zach Lampert - Golf Professional/Facility Manager presented staff report. Mr. Lampert explained the delay in delivering golf carts due to manufacturing. The batteries in the existing carts went beyond battery life. The longer you wait the less you get for trade in. The industry is steering away from acid batteries to lithium which is more expensive but last longer. Meadow Lakes is looking to replace existing fleet with 60 carts.

Mr. Lampert continued that solo riders due to COVID are up. Liz Schuette, Finance Director looked at lease to own vs. a loan and is leaning towards the lease to own. Additional revenue will offset expense of six additional carts which will get us over hump for shortages during peaks and will reduce expense of renting other carts for events. With these batteries the maintenance is less and each cart can get over 50 holes before charging. These carts should last 10 years but we are being conservative by saying 8. Trade in value estimates is greater for the new carts also.

Mr. Lampert explained the lease would be for 5 years and then we own them outright.

Discussions continued regarding: health of funds and different options that were plugged in and that we will purchase under a cooperative purchase agreement.

Councilor Merritt made motion to approve intent to award the 2021 Golf Cart Fleet Purchase to Pacific Golf and Turf utilizing the cooperative purchasing agreement of WA State Contract # 05218. Motion seconded. No discussion on motion. All in favor motion carried.

5. Consideration of Letter to Governor Brown – Mayor Beebe

Mayor Beebe read a statement into the record and explained that a draft of the letter was sent to Council for review and discussion this evening.

Steve Forrester, City Manager talked about the letter being very similar to the letter sent before, with the exception of being updated to the current situation. Nothing else is different.

Mayor Beebe read the draft letter out loud to council in case everyone didn't have a chance to read it.

Council agreed the letter was well done and thoughtful, that is the kind of leadership we need and it is time to follow the science.

Mr. Forrester referred to Judge Crawford and that we are hand in hand with the county on this position as well.

Councilor Jungmann made a motion to approve the letter. Motion seconded. No discussion on motion. All in favor, motion carried.

Staff Reports and Requests:**6. Manager's Report – Steve Forrester**

Mr. Forrester reported: staff will continue with Diversity Equity Inclusion (DEI) training in May. The Police facility is moving along and has three phases to the move, with phase I complete. Chief Cummins had nothing to add unless there were any questions. There were no questions.

Mr. Forrester continued the report adding: the Meadow Lakes irrigation project is completed and demobilization is happening; golf play continues to set monthly records and is up 20%. Ron's Comfort Food is working to provide an outdoor dining solution in response to COVID risk category; there is a new lateral dispatch operator being hired. We have very high interest for development in residential and industrial. Biennial budget is coming together and looking good. The preliminary financial audit is coming back good; Matt Wiederholt at the Railroad has had a lot of storage cars movement from 450 down to 40, which cuts down on storage revenue but is picking up in other revenue,

Mr. Widerholt said when the storage revenue goes down its good for the economy and other opportunities are coming up.

There is big news at Facebook and they have hired a new site manager, and a new coordinator: Brian Williams and Kristina Kellog, William Marks and they will all get a tour tomorrow and please welcome them to our community,

No comments or questions.

7. Project Priorities – American Rescue Plan – Steve Forrester / Eric Klann

Mr. Forrester explained we have done our best to stay ahead of opportunities and tried to leverage opportunities to form partnerships. We have had good success to get funding partners, worked hard with local partnerships and keep them informed. We are out there and it is paying off as well as with federal. We are all singing the same tune and it can be instrumental in getting some projects done. These projects are all items in master plans or council has already supported.

Eric Klann, City Engineer presented the staff reports explaining that they have been meeting with state and congressional delegation including new Congressman Bentz. There are three different funding options and Mr. Klann wanted to walk Council through staff's best guess of how this will work. The city will receive \$2.2M and will need to expend by June 2024. Gas tax dollars down significantly and we would like to reimburse general fund for lost revenue due to COVID. There are expenses for police facility, utility connections, and could turn that \$1.4M into additional grant funds. There is more to come on that. Governor Brown announced she would like to see how funds would be expended.

Mr. Klann continued through the project priorities of the city, talked about federal communications and Senator Merkley even called to see what it will take to connect everyone to city services.

Discussions continued regarding innovative housing.

Councilor Uffelman commended Mr. Forrester & Mr. Klann on the presentation and it is extremely important on transparency and important that the community knows about what we are doing to help our community.

Committee Reports

Councilor Hutchison provided an Ochoco Forest update stating that they are going to go out in the forest for a field trip. The Forest Service gave an update on Black Mountain and they are waiting on a settlement agreement as well as the wild horse management agreement. The Mill Creek comment period has ended.

Mayor Beebe attended a meeting with Governor Brown on Sunday and provided an update on the meeting. Other mayors statewide shared concerns with the Governor. Mayor Beebe explained he is doing everything he can to reach out to the Governor and keep in touch with her and her staff.

There were no further reports.

Ordinances:

None.

Resolutions:

8. Resolution No. 1481– Authorizing the City to Enter Into an Intergovernmental Agreement with Crook County for Chip Seal– Scott Smith

Scott Smith, Street Superintendent presented staff report stating we are always looking for cost effective manners and went through the scope of project.

Councilor Jungmann made a motion to approve Resolution No. 1481. Motion seconded. No discussion on motion. All in favor, motion carried.

9. Resolution No. 1482 – Amending Prineville Policies During the COVID-19 Pandemic – Jered Reid

Jered Reid, City Attorney provided background information and stated the purpose of this resolution is to update previous resolutions. The Council Chambers of city hall continues to be renovated, meetings will continue to be held by video transmission and we hope to go back to in person meetings in June.

There were no questions.

Councilor Hutchison made a motion to approve Resolution No. 1482. Motion seconded. No discussion. All in favor, motion carried.

10. Resolution No. 1483 – Authorization to Efficiently Minimize or Mitigate the Effects of the COVID-19 Pandemic – Jered Reid

Mr. Reid provided background information stating that this is the same resolution we have been reviewing monthly during the pandemic.

There were no questions.

Councilor Law made a motion to approve Resolution No. 1483. Motion seconded. No discussion on motion. All in favor, motion carried.

11. Resolution No. 1484 – Authorizing the City to Enter Into a Project Development Assistance Incentive Funding Agreement with Energy Trust of Oregon – Eric Klann

Mr. Klann talked about presentation at last council and biomass project opportunities. We hope to match with Energy Trust grant funds for an in depth feasibility study and went through the terms of grant.

There were discussions about power purchase agreement.

Mr. Klann talked about it being heartbreaking to see the condition of our forests statewide and how this could help treat them in an environmentally friendly manner.

There were additional comments regarding benefits of a project like this and about resiliency of having redundancy in power for our community.

Councilor Jungmann made a motion to approve Resolution No. 1484. Motion seconded. No discussion on motion. All in favor, motion carried.

12. Resolution No. 1485 – Authorizing Agreement Between City of Prineville and Prineville Campus, LLC – Matt Wiederholt

Mr. Wiederholt presented the staff report explaining that this conversation started in 2018. This agreement and track improvements will bring this section of track up to a Class 2 track.

Councilor Hutchison made a motion to approve Resolution No. 1485. Motion seconded. No discussion on motion. All in favor, motion carried.

13. Resolution No. 1486 – Annexing Certain Property Into the City of Prineville – Josh Smith

Josh Smith, Planning Director provided the staff report explaining that the Planning Commission reviewed and recommended annexation. Mr. Smith stated the property will be zoned residential when annexed, which is consistent with existing zoning in the area.

Councilor Uffelman stated that he visited the site and there were discussions regarding the road.

There were no other questions or comments.

Councilor Uffelman made a motion to approve Resolution No. 1486. Motion seconded. No discussion on motion. All in favor, motion carried.

Visitors Appearances and Requests:

No written comments were received.

Adjourn

Councilor Hutchison made a motion to adjourn the meeting. Motion seconded. No discussion on motion. All in favor, motion carried.

Meeting adjourned at 7:50 P.M.

Motions and Outcomes:

Motion:	Outcome	Beebe	Hutchison	Jungmann	Law	Merritt	Papke	Uffelman
Consent Agenda	PASSED	Y	Y	Y	Y	Y	-	Y
Approve Intent to Award the 2021 Golf Cart Fleet Purchase to Pacific Golf and Turf Utilizing the Cooperative Purchasing Agreement of WA State Contract # 05218	PASSED	Y	Y	Y	Y	Y	-	Y
Consideration of Letter to Governor Brown	PASSED	Y	Y	Y	Y	Y	-	Y
Resolution No. 1481– Authorizing the City to Enter Into an Intergovernmental Agreement with Crook County for Chip Seal	PASSED	Y	Y	Y	Y	Y	-	Y
Resolution No. 1482 – Amending Prineville Policies During the COVID-19 Pandemic	PASSED	Y	Y	Y	Y	Y	-	Y
Resolution No. 1483 – Authorization to Efficiently Minimize or Mitigate the Effects of the COVID-19 Pandemic	PASSED	Y	Y	Y	Y	Y	-	Y
Resolution No. 1484 – Authorizing the City to Enter Into a Project Development Assistance Incentive Funding Agreement with Energy Trust of Oregon	PASSED	Y	Y	Y	Y	Y	-	Y
Resolution No. 1485 – Authorizing Agreement Between City of Prineville and Prineville Campus, LLC	PASSED	Y	Y	Y	Y	Y	-	Y
Resolution No. 1486 – Annexing Certain Property Into the City of Prineville	PASSED	Y	Y	Y	Y	Y	-	Y
Adjourn Meeting	PASSED	Y	Y	Y	Y	Y	-	Y

Public Records Disclosure

Under the Oregon public records law, all documents referred to in this session are available at the City's website. www.cityofprineville.com. An electronic copy of the meeting packet is available for download at www.cityofprineville.com/packets. A full recording of this meeting is available at www.cityofprineville.com/meetings



STAFF REPORT

MEETING DATE: 5/11/2021

PREPARED BY: Joshua Smith

SECTION:

DEPARTMENT: Planning

CITY GOAL: Quality Municipal Services and Programs

SUBJECT: Public hearing for proposed street and alley vacation

REASON FOR CONSIDERATION:

Parr Lumber has made a request to vacate a portion of NW Beaver St. at the entrance to their lumber yard and a portion of the alley between NW Beaver and N Main St. as shown in yellow on the attached map.

BACKGROUND:

Staff presented the vacation request at the April 13th City Council meeting. At that meeting the City Council voted to proceed with the vacation on the Council's own motion. This process allows the request to go directly to a public hearing before the Council. Adjacent property owners were mailed a notice of the hearing and a newspaper notice was provided for two consecutive weeks prior to the hearing. The Parr Lumber Manager has also communicated directly with the neighboring property owners.

FISCAL IMPACT:

The proposed vacation will remove a portion of alley and street that the City would no longer need to maintain. There will be some cost associated with generating the Ordinance and recording fees. As a condition of the vacation Parr Lumber is responsible for all survey costs and relocating of utilities as applicable. Surveys of the areas in question have already been completed and submitted to the City.

RECOMMENDATION:

Staff has reviewed the proposal and recommends approving the vacation with the following conditions that will be stipulated in the Ordinance.

1. It is the applicant's (Parr Lumber) responsibility to relocate any existing utilities entitled to use said portions of right-of-way or demonstrate that such utilities are not present.
2. The City shall not have any further obligation to maintain the vacated area or provide fencing of the vacated area.

Exhibit

