



Location: City Hall – Council Chambers
Date: October 08, 2024
Time: 6:00 PM

City Council Meeting Agenda

Mayor Jason Beebe, Council Members Steve Uffelman, Janet Hutchison, Shane Howard, Gail Merritt, Scott Smith, Marv Sumner and City Manager Steve Forrester
ATTEND TELEPHONICALLY BY CALLING 346-248-7799 Meeting ID: 947 5839 2608 Passcode: 123456

Call to Order

Flag Salute

Additions to Agenda

Consent Agenda

- [1.](#) Regular Meeting Brief 9-24-2024
- [2.](#) Crooked River Tap House - New Liquor Application
- [3.](#) Annual Liquor License Renewals

Visitors, Appearances and Requests

Council Presentations

4. Heart of Oregon Corp End of Summer Update - Madi Cunningham

Council Business

- [5.](#) Notice of Intent to Award Third Party Appraiser - Caroline Ervin
- [6.](#) Approval of High Desert Christian Academy Support Letter - Steve Forrester
- [7.](#) Approval of FEMA Concern Letter to Congressman Cliff Bentz - Josh Smith

Staff Reports and Requests

- [8.](#) City Manager's Report 10-08-2024

Council Reports

Ordinances

- [9.](#) Ordinance No 1296 - Amending Chapter 73 of the Prineville Municipal Code (**SECOND PRESENTATION**) - Jered Reid

Resolutions

Visitors, Appearances and Requests

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
September 24, 2024

Council Members Present:

Jason Beebe
Gail Merritt
Shane Howard

Steve Uffelman
Scott Smith
Marv Sumner

Council Members Absent

Janet Hutchison

Additions to the Agenda

City Manager's Report as Item 4b under Staff Reports and Requests.

Consent Agenda

1. Regular Meeting Brief 9-10-2024
2. Annual Liquor License Renewals

Councilor Merritt made a motion to approve consent agenda as presented. Motion seconded. No discussion on motion. All in favor, motion carried.

Visitors, Appearances and Requests

No one came forward.

Council Presentations

None.

Council Business

3. **High Desert Christian Academy Presentation** – Mandi Pucket – Maggie Hales

Ms. Pucket and Ms. Hales introduced themselves and explained that they want to develop an educational campus for Crook County.

Steve Forrester, City Manager explained that this could include trade skills training such as welding, computer science and that this proposal fits into our vision with what we have tried to do in the past with BTI and Doug Dalton. This would also help older people that want to make a career change.

Ms. Pucket and Ms. Hales continued through the power point presentation that highlighted that trades are surpassing a college education, what does an educational hub look like and what the needs are that they have heard back from the community.

Ms. Hales said they are remodeling three rooms for early education for ages starting at 8 weeks old as well as childcare and HDCA afterschool care.

Ms. Pucket explained that she has been working with Steve Waring, Crook County Parks & Recreation Director to partner with him and others to collaborate on various uses for the facility and continued through the power point.

They went through conceptual uses for various locations on the property, with hopes of using the old helicopter pad for a playground.

There were discussions regarding parking space to the north, the wall of donors in the old hospital entrance and possibly adding the word “vocational” to trade, and BTI looking at indoor trades space.

Ms. Pucket explained that they are looking for a support letter from Council as part of the community support which all grant applications ask for.

Council agreed that they would like staff to draft a letter of support and bring to the next meeting to consider.

4. League of Oregon Cities (LOC) 2025 Legislative Priorities – Mayor Beebe

Mayor Beebe went through the staff report that identified the city’s top four choices and that there is a tie for the fifth, which Council is being asked to decide.

Discussions regarding Community Safety and Gas Tax and the importance of finding other funding sources for highway maintenance since the gas tax is not sustainable any longer due to efficiency of newer hybrid and electric cars.

Councilor Sumner voted for Community Safety. Councilor Scott Smith voted for Gas Tax. Councilor Shane Howard voted for Community Safety. Councilor Merritt voted for Community Safety. Councilor Uffelman voted for Gas Tax and Councilor Beebe voted Gas Tax. This resulted in another tie for the fifth priority and it was agreed to submit the top four priorities to LOC.

Staff Reports and Requests:**4b. City Manager's Report – Steve Forrester**

Mr. Forrester went through his report for each department.

Matt Weiderholt, Railroad Manager added that the new locomotive is out today and exceed expectations during Mr. Forrester's Railroad update.

Mr. Forrester added that the Finance Department received notice today that the GFOA's Certificate of Achievement for Excellence award for FY 2023 was awarded to the city for the eighth consecutive year.

There were no questions.

5. FEMA Pre-Implementation Discussion – Josh Smith / Jered Reid

Jered Reid, City Attorney provided some legislative background information.

Josh Smith, Planning Director went through a power point presentation that highlighted the process which brought us to this discussion and handed out FEMA's model Floodplain Management Ordinance for Council to look at.

Mr. Smith talked about the proposed environment analysis rules of developing in a floodplain and how it is not practical. FEMA pretty much handed this over to EPA to develop and if this is to go through it would affect our community and is already affecting the multi-family development on Ochoco Highway, but they are working through it. The coastal communities are severely affected by this and are fighting pretty hard. Mr. Smith and Mr. Reid could work on a council letter to Congressman Bentz since a lot of representatives at the top are totally unaware this is even happening.

Council agreed to have staff draft a letter to Congressman Bentz and bring back to Council for consideration.

6. Barnes Butte Recreation Area Update – Casey Kaiser

Casey Kaiser, Public Works Director / Asst. City Manager provided an update on Barnes Butte Recreation Area and summarized the background on the community process they went through from 2017 – 2020. Mr. Kaiser covered the resulted concept plan key points.

Mr. Kaiser thought it was time to swing back around and review the potential layout of the future recreational development and talked about aquatic center and sports facilities.

Mr. Kaiser went through the progress made out there since acquiring such as the pedestrian bridge, the 5k paved path, the canal piping and pond.

Council Reports

There were no Council reports.

Ordinances:

7. Ordinance No 1296 – Amending Chapter 73 of the Prineville Municipal Code (FIRST PRESENTATION) – Jered Reid

Mr. Reid talked about the amendment to the chapter to add powered scooters, skateboards and bicycles and the code currently calls for the bicycle registration requirement and being inspected by the Chief of Police.

Mr. Reid stated that he did work with Interim Chief Shane Wilson who is in support of this amendment.

There were discussions regarding signage being considered and if operators need a license to operate motorized scooters, skateboards and bicycles and there not being a requirement to have a license.

Councilor Howard made a motion to approve the first presentation of Ordinance No. 1296. Motion seconded. No discussion on motion. All in favor, motion carried.

Resolutions:

8. Resolution No. 1604 – Approving Appropriation Adjustments to the BN 23-25 Budget for the First Quarter of the Second Fiscal Year – Lori Hooper Antram

Lori Hooper Antram, Finance Director explained that all of this adjustments have been discussed during her Quarterly Finance Reports with Council previously.

There were no questions.

Councilor Uffelman made a motion to approve Resolution No. 1604. Motion seconded. No discussion on motion. All in favor, motion carried.

9. Resolution No. 1605 – Adopting a Supplemental Budget & Making Budget Appropriations for BN 2023-2025 (PUBLIC HEARING) – Lori Hooper Antram

Mayor Beebe opened the public hearing portion of the meeting.

Mrs. Hooper Antram explained this is adopting a supplement budget for the various funds that were reported on being needed during her Quarterly Finance Reports to Council previously.

No one came forward. There were no written comments received and there was no one on the phone line.

Councilor Uffelman added that he appreciates Lori keeping Council well informed.

There were no other comments.

Mayor Beebe closed the public hearing portion of the meeting.

Councilor Smith made a motion to approve Resolution No. 1605. Motion seconded. No discussion on motion. All in favor, motion carried.

Visitors, Appearances and Requests:

No one came forward.

Adjourn

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

Meeting adjourned at 7:46 P.M.

Motions and Outcomes:

Motion:	Outcome	Beebe	Howard	Hutchison	Merritt	Smith	Sumner	Uffelman
Consent Agenda as Presented	PASSED	Y	Y	-	Y	Y	Y	Y
Ordinance No 1296 – Amending Chapter 73 of the Prineville Municipal Code (FIRST PRESENTATION)	PASSED	Y	Y	-	Y	Y	Y	Y
Resolution No. 1604 – Approving Appropriation Adjustments to the BN 23-25 Budget for the First Quarter of the Second Fiscal Year	PASSED	Y	Y	-	Y	Y	Y	Y
Resolution No. 1605 – Adopting a Supplemental Budget & Making Budget Appropriations for BN 2023-2025 (PUBLIC HEARING)	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 meeting information, agenda packets, ordinances, resolutions, audio and meeting briefs are available at the following URL:

<https://www.cityofprineville.com/meetings> .



Local Government Recommendation – Liquor License

Section 1 – Submission - To be completed by Applicant:

License Information

Legal Entity/Individual Applicant Name(s): *Crooked River Taphouse LLC*
Proposed Trade Name: *Crooked River Taphouse*
Premises Address: *970 NW 2nd St.* Ste:
City: *Prineville* County: *Crook* Zip: *97754*
Application Type: New License Application Change of Ownership Change of Location
License Type: *Limited on-Premise* Additional Location for an Existing License

Application Contact Information

Contact Name: *Dennis Branin* Phone: [REDACTED]
Mailing Address: [REDACTED]
City: *Bend* State: *OR* Zip: *97702*
Email Address: [REDACTED] *

Business Details

Please check all that apply to your proposed business operations at this location:

- Manufacturing/Production at this location
- Retail Off-Premises Sales at this location
- Retail On-Premises Sales & Consumption at this location

If there will be On-Premises Consumption at this location:

- Indoor Consumption Outdoor Consumption
- Malt Beverage/Wine/Cider Consumption Distilled Spirits Consumption
- Proposing to Allow Minors

Section 1 Continued on next page



Local Government Recommendation – Liquor License

Section 1 Continued – Submission - To be completed by Applicant:

Legal Entity/Individual Applicant Name(s): *Crooked River Taphouse LLC*
Proposed Trade Name: *Crooked River Taphouse*

After completing section 1, please submit your application to the local government for recommendation

Section 2 – Acceptance - To be completed by Local Government:

Local Government Recommendation Proof of Acceptance

After accepting this form, please return a copy to the applicant with received and accepted information

City or County Name: *City of Prineville*

Optional Date Received Stamp

Date Application Received: *9-23-2024*

Received by: *[Signature]*

Section 3 – Recommendation - To be completed by Local Government:

- Recommend this license be granted
- Recommend this license be denied (Please include documentation that meets [OAR 845-005-0308](#))
- No Recommendation/Neutral

Name of Reviewing Official:

Title:

Date:

Signature:

After providing your recommendation and signature, please return this form to the applicant.

Annual Liquor License Renewals

10-08-2024

H & S Stations

Mi Tiendita Market

Dad's Place

7- Eleven



STAFF REPORT

MEETING DATE: 10/8/2024 **PREPARED BY:** Caroline Ervin

SECTION: Staff Reports and Requests **DEPARTMENT:** Administration

CITY GOAL: Fiscal Responsibility

SUBJECT: Intent to Award Appraisal Services to CBRE

REASON FOR CONSIDERATION:

To contract with an independent professional service to perform a comprehensive appraisal of data center buildings and facilities located in Prineville. A third party appraisal will inform the City of the current valuation of data center facilities in our community and help the City to better understand potential future tax revenue implications when property tax exemptions end.

BACKGROUND:

The City of Prineville received three responses on September 27, 2024 that were reviewed and scored. The total average scores are provided below:

- CBRE 95 points
- JLL 90 points
- Cushman and Wakefield 83 points

Selection is based on the following criteria:

- | | |
|---------------------------------------|------------|
| 1. Cover letter- pass/fail | |
| 2. Project understanding and approach | 35 points |
| 3. Team qualifications and experience | 20 points |
| 4. Level of effort | 20 points |
| 5. Other factors | 25 points |
| Total | 100 points |

FISCAL IMPACT:

Not to exceed \$150,000.

RECOMMENDATION:

After reviewing the firms' qualifications, staff recommend Council approve the intent to award appraisal services to CBRE with a cost not to exceed \$150,000.



OFFICE OF THE MAYOR
387 NE Third Street – Prineville, OR 97754
EMAIL: jbeebe@cityofprineville.com
541.447.5627 ext. 1116 ph 541-447-5628 fax

October 8, 2024

To Whom it May Concern,

RE: High Desert Christian Academy (HDCA) Educational Hub

HDCA (a 501(c)(3)) non-profit organization) has over 30 years of proven educational service to the Crook County Community. They have recently acquired property located at 1201 NE Elm Street in Prineville. This central location in our community was formerly the Pioneer Memorial Hospital and consists of nearly 13 acres along with 92,000 square feet of usable building space.

HDCA has a vision to build capacity that addresses the educational and family support needs of our community for all ages. Our community has identified needs such as additional classrooms, meeting areas, career and trade skills opportunities, additional gym and balls fields, clubs and activities and childcare and early education options.

HDCA's mission to revitalize and transform the HDCA property from a hospital into a central educational hub for childcare, preschool, K-12 education, trade schools, extra-curricular activities, gymnasium and family support services for Crook County would fill a much needed gap in our community.

On behalf of the Prineville City Council, we are committed to collaborating in support of HDCA's mission to achieve this vision and are excited for the possibilities and opportunities a facility like this could provide our community.

Sincerely,

Rodney J. Beebe
City of Prineville Mayor



OFFICE OF THE MAYOR
387 NE Third Street – Prineville, OR 97754
EMAIL: jbeebe@cityofprineville.com
541.447.5627 ext. 1116 ph 541-447-5628 fax

October 8, 2024

Congressman Cliff Bentz
2430 SW 4th Avenue #2
Ontario, OR 97914

Re: FEMA Pre-Implementation Plan for NFIP-ESA Integration

Dear Congressman Bentz,

On behalf of the Prineville City Council, I wish to convey the City of Prineville's (City) concerns and opposition to FEMA's proposed changes to the National Flood Insurance Program (NFIP). The City understands the need to protect species under the Endangered Species Act (ESA) and have worked with State and Federal agencies on numerous occasions to implement protections. However, the proposed changes are impossible for the City to comply with and conflict with Oregon state law.

FEMA's imposed deadline of December 1, 2024 to pick a pre-implementation compliance measure (PICM) is impractical and completely unworkable. The PICM choices create far too many questions with little to no answers. There is little understanding on how these measures would be implemented and enforced. There are also questions about regulatory authority, 5th Amendment (takings) issues, significant conflicts with Oregon law and significant cost to the public and private sectors. Moreover, FEMA has suspended review of letters of map revision (LOMRs) as of August 1, 2024. This is affecting a significant multi-family housing project that was approved two years ago and is required to receive this map revision based on FEMA's own rules.

The City of Prineville requests an immediate stop to this process and a refocusing of efforts to understand the goal and how best to achieve it through collaboration with the State of Oregon and effected communities. The City losing its participation within the NFIP would have disastrous impacts on numerous citizens within the City.

Thank you for time and attention to reviewing this issue

Respectfully,

Rodney J. Beebe
City of Prineville Mayor

City Manager Update to Council

October 8, 2024

Public Safety / Dispatch

PD evidence operations recently completed a third party audit that revealed the evidence room was remarkable. Kudos to Amy and Taylor for doing such an amazing job and helping to check off that box for their upcoming renewal of their accreditation.

PD is preparing for the upcoming downtown businesses Candy Crawl which is being held the Saturday before Halloween during the day. Preparations are already underway for the annual lighted Christmas Parade which is usually a big event.

Officer Gibson is heading off to the academy and is scheduled to graduate in February.

Dispatch had three candidates pass all of their tests in the last recruitment efforts which is a first in recent history.

Public Works

All projects continue forward with hopes of wrapping up the South Main Street waterline upgrade project as well as the Third Street corridor with ODOT. Ochoco Irrigation District is set to turn off irrigation the week of October 7th, which will allow for the next phase to begin.

Railroad

The Railroad is doing extremely well and seeing a significant increase in the barley business. They are getting a food grade conveyor which is being supplied to the city to operate.

The new locomotive is running fantastic and better than they had hoped and is a great addition to the railroad assets for operations.

Meadow Lakes Golf

September numbers came in great for Meadow Lakes. All the leagues and tournaments have wrapped up for the season with the Ochoco Humane Society Golf Tournament closing the season with record numbers.

Airport

Kelly is hoping that the crosswind runway project will break ground the week of October 7th and this project will continue through the winter.

Planning

There are a lot of industrial projects underway at the top of the grade, with one of those new developments looking at extending Empire Drive through to Houston Road.

Human Resources

Karee is busy in recruiting for a position in Public Works, the Railroad and a code enforcement officer.

Information Technology

IT has been busy with console updates and moving the Sheriff office equipment to the new Justice Center.

Finance

Finance is busy with wrapping up the 2023 Fiscal Year annual audit with the auditor expected to be onsite October 15th.

City Recorder/Risk Management – No Update

City Legal – No Update

EDCO – No Update

Public Relations – No Update

Mayor/Council

The Council workshop that was scheduled for October 8th has been moved to October 22nd.

Economic Development and Strategic

Caroline received word that her pre-application packet for sidewalks on Lynn Boulevard has been reviewed and made it through the pre-app with an invitation to submit a full application for consideration.

Other

ORDINANCE NO. 1296

AN ORDINANCE AMENDING CHAPTER 73 OF THE PRINEVILLE MUNICIPAL CODE

THE PEOPLE OF THE CITY OF PRINEVILLE DO ORDAIN AS FOLLOWS:

1. Chapter 73 of the Prineville Municipal Code is hereby amended as follows:

CHAPTER 73: BICYCLES AND MICROMOBILITY DEVICES

Section

73.01	Definitions
73.02	Registration
73.03	Bicycle Operating Rules
73.04	Unlawful Use of Motorized Transportation Device or Micromobility Device
74.05	Impoundment

73.01 Definitions. In addition to those definitions contained in ORS Chapters 801 to 825, and Chapter 153, the following words or phrase, except where the contexts clearly indicates a different meaning shall mean:

“Bicycle” shall mean a vehicle that (1) is designed to be operated on the ground on wheels; (2) has a seat or saddle for use of the rider; (3) is designed to travel with not more than three wheels in contact with the ground; and (4) is propelled exclusively by human power.

“Micromobility device” shall mean a lightweight, human or electric-powered vehicle that is no more than 3-feet wide and that, when operating with electric propulsion, is capable of traveling at no more than 20 miles per hour, including but not limited to bicycles, electric bicycles, scooters, e-scooters, skateboards, and/or e-skateboards.

“Motorized transportation device” shall mean any vehicle that is not propelled exclusively by human power and that is not a micromobility device, including but not limited to an electric mobility device that is more than three-feet wide and a gas powered moped, motor assisted scooter, motor vehicle, motorcycle, or motorized skateboard.

73.02 Registration. The Police Department may provide a bicycle and/or micromobility device registering service for the purpose of returning lost or stolen bicycles and/or micromobility devices.

73.03 Operating and Parking Rules. In addition to observing all other applicable provisions of this chapter and state law, no person shall do the following:

A. Ride a bicycle or micromobility device on a sidewalk adjacent to the following streets:

1. 1st Street between Main and Court Streets.
2. 2nd Street between Deer and Fairview Streets.
3. 3rd Street between Locust and Fairview Streets.
4. 4th Street between Deer and Court Streets.
5. Deer Street between 2nd and 4th Streets.
6. Claypool between 2nd and 4th Streets.
7. Beaver Street between 2nd and 4th Streets.
8. Main Street between 1st and 10th Streets.
9. Belknap Street between 1st and 4th Street.
10. Court Street between 1st and 4th Street.
11. Dunham between 2nd and 3rd Street.
12. Elm Street between 2nd and 3rd Street.
13. Fairview Street between 2nd and 3rd Street.

B. Park a bicycle or micromobility device upon a street or a sidewalk, except in a bicycle rack or against a building or at the curb and in a manner as to afford the least obstruction to pedestrian traffic.

73.04 Unlawful Use of Motorized Transportation Device or Micromobility Device.

A. No motorized transportation device may be operated on any off-street bicycle or pedestrian path or trail, unless exempt. A motorized transportation device is exempt from this provision if it is used as a mobility aid by a person with a mobility impairment, used by a person with express permission from the City, or used by a City employee or agent in the course of City business.

B. No person shall operate a motorized transportation device in a manner causing excessive, unnecessary, or offensive noise which disturbs the peace and quiet of any neighborhood or which causes discomfort or annoyance to a reasonable person of normal sensitivity.

C. No person may operate a micromobility device (when not being operated by human propulsion) on any off-street bicycle or pedestrian path or trail.

73.05 Impoundment of Bicycles, Motorized Transportation Device, or Micromobility Device.

A. A bicycle, motorized transportation device, or micromobility device left on public property for a period in excess of 72 hours may be impounded by the Police Department.

B. If a bicycle, motorized transportation device, or micromobility device impounded under this chapter is licensed or other means of determining its ownership exist, the Police Department shall make reasonable efforts to notify the owner.

C. A bicycle, motorized transportation device, or micromobility device impounded under this chapter that remains unclaimed shall be disposed of in accordance with the City’s procedures for disposal of abandoned or lost personal property.

Presented for the first time at a regular meeting of the City Council held on September 24, 2024, and the City Council finally enacted the foregoing ordinance this _____ day of October, 2024.

Rodney J. Beebe, Mayor

ATTEST:

Lisa Morgan, City Recorder