



**Location:** City Hall – Council Chambers  
**Date:** January 27, 2026  
**Time:** 6:00 PM

# City Council Meeting Agenda

Mayor Jason Beebe, Council Members Steve Uffelman, Janet Hutchison, Shane Howard, Jerry Brummer, Scott Smith, Marv Sumner and City Manager Steve Forrester

<https://us02web.zoom.us/j/83837233702>

## Call to Order

## Flag Salute

## Additions to Agenda

## Consent Agenda

1. Regular Meeting Brief 1-13-2026
2. Cadillac's Liquor License Application

**Visitors, Appearances, and Requests** Limited to Three (3) Minutes Per Person

3. Presentation to Council - Wayne Looney

## Council Presentations

## Council Business

## Staff Reports and Requests

4. City Manager's Report - Steve Forrester

## Council Reports

## Ordinances

5. Ordinance No. 1305 - Amending the City's Comprehensive Plan Map & Zoning Map from Industrial to Commercial (**FIRST PRESENTATION**) - Josh Smith

## Resolutions

**Visitors, Appearances, and Requests** Limited to Three (3) Minutes Per Person

## Adjourn

***Agenda items may be added or removed as necessary after publication deadline***

Individuals needing special accommodations such as sign language, foreign language interpreters or equipment for the hearing impaired must request such services at least 48 hours prior to the City Council meeting. To make your request, please contact the City Recorder at 541-447-5627 (voice), or by e-mail to [recorder@cityofprineville.com](mailto:recorder@cityofprineville.com)



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

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

**City Council Meeting Brief**  
**January 13, 2026**

**Council Members Present:**

Scott Smith	Shane Howard
Marv Sumner	Jason Beebe
Steve Uffelman	
Jerry Brummer	

**Council Members Absent**

Janet Hutchison

**Mayor Beebe called for a moment of silence in memory of former Mayor Betty Roppe's passing.**

**Additions to the Agenda**

None.

**Consent Agenda**

1. Regular Meeting Brief 12-9-2025
2. Special Meeting Brief 1-5-2026
3. Sora Sushi Change in Ownership Liquor Application
4. The Rodeo Room @ Sons of Beer Liquor Application
5. Fae Fire Liquor License Application

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

**Visitors, Appearances, and Requests**

No one came forward. No one online raised a hand.

**Council Presentations**

6. Chamber of Commerce Presentation – Deb Shaw / Andrea Weaver

Deb Shaw, Director of Commerce and Tourism, and Andrea Weaver, Tourism Development Specialist, went through a PowerPoint presentation that highlighted their new tag line, staff's new job titles, and explained that new board members would come in March.

Ms. Weaver talked about activities for Explore Prineville.

There were no questions.

**Council Business:**

**7. Grocery Bandit Zone Change Planning Commission Recommendation** – Josh Smith

Josh Smith, Planning Director, provided a history of the subject property, explaining that it used to be one lot until it was partitioned. The Grocery Bandit is looking to expand and is looking to change the zoning from Light Industrial (M1) to General Commercial (C2), and a Comprehensive Plan amendment. The two parcels will then be consolidated as one lot so they can expand. The Planning Commission recommended approval, and the Council can call for a review if it chooses.

Council agreed that it makes sense, and to bring back an ordinance that would change the zone.

**8. Intent to Award Purchase of Two Electric Vehicles Utilizing ODOT Grant Funding**  
– Casey Kaiser

Mayor Beebe wanted clarification that this was federal funding that is being disbursed through ODOT, since ODOT is having funding challenges. Casey Kaiser, Assistant City Manager/Public Works Director, confirmed that it is the case.

Mr. Kaiser presented the staff report stating that the city was able to locate two electric vehicles and that one would be for IT and the other would be for the Railroad. They did have a third electric vehicle for the Police Department, but it was sold to another party before we could get the Council approval. We would like approval and another motion to approve the purchase of a third electric vehicle as soon as one becomes available again.

**Councilor Brummer made a motion to approve the intent to purchase two electric vehicles for \$133,517.00 using ODOT grant funding from Kendall Ford Statewide Price Agreement #1658. Motion seconded. No discussion on the motion. All in favor, motion carried.**

**Councilor Sumner made a motion to approve the purchase of a third electric vehicle for \$52,253.66. Motion seconded. No discussion on the motion. All in favor, motion carried.**

Councilor Howard asked if the grant money could only be used for electric vehicles. Since it is funded for carbon reduction, they have to be electric.

**Staff Reports and Requests:****9. City Manager's Report – Steve Forrester**

Steve Forrester, City Manager, invited Interim Chief Shane Wilson up for a recent incident update.

Interim Chief Wilson shared a drone video of a recent apprehension of a suspect that Prineville PD assisted other agencies with, and explained the benefits of drone technology.

Mr. Forrester continued with his manager's report, highlighting activity in each department.

Mr. Kaiser introduced Randy Blakeny, stating that he will be taking Assistant City Engineer Mike Kasberger's place when he retires.

Mr. Blakeny provided some background information on himself.

There were no questions.

**10. Oregon Floodplain Protection – Josh Smith**

Mr. Smith provided the staff report explaining that any funding approved would come from the money approved in the budget for the floodplain. Mr. Smith referenced the documents he provided in the Council packet, stating that this group is fighting the regulations being proposed for floodplains, which could be very problematic for Prineville as well as statewide.

There were no questions.

**Councilor Howard made a motion to approve a \$5,000 contribution to Oregonians for Floodplain Protection. Motion seconded. No discussion on the motion. All in favor, motion carried.**

**Council Reports**

Councilor Uffelman stated that he attended the Central Oregon Cities Organization (COCO) meeting, which mostly discussed the upcoming legislative session. He also attended the Community Renewable Energy Association (CREA) meeting, which had the same focus on legislation, adding that the state's main focus is going to be ODOT.

**Ordinances:**

None.

**Resolutions:****11. Resolution No. 1635 – Approving Amendment to Wastewater Disposal Agreement with County – Casey Kaiser**

Mr. Kaiser presented the staff report and explained how the process works. So far, this agreement has generated approximately \$300,000 in revenue this past year. The amendment is just to extend the agreement for another year.

**Councilor Brummer made a motion to approve Resolution No. 1635. Motion seconded. No discussion on the motion. All in favor, motion carried.**

**12. Resolution No. 1636 – Approving Appropriation Adjustments to the BN 2025-2027 Budget for the Third Quarter of the First Fiscal Year – Lori Hooper Antram**

Lori Hooper Antram, Finance Director, presented the staff report.

There were no questions.

**Councilor Uffelman made a motion to approve Resolution No. 1636. Motion seconded. No discussion on the motion. All in favor, motion carried.**

**13. Resolution No. 1637 – Approving a Personal Property Sale Agreement with Westlake Solar Panels, LLC – Casey Kaiser / Lori Hooper Antram**

Mr. Kaiser and Mrs. Hooper Antram provided the background on the solar panels installed at the wastewater treatment plant, and how the panels have offset the electrical costs that the city would have had to pay otherwise. It appears to be a sound investment, and the city would likely recover the cost in acquiring in under four years.

**Councilor Uffelman made a motion to approve Resolution No. 1637. Motion seconded. No discussion on motion. All in favor, motion carried.**

**Visitors, Appearances, and Requests:**

No one came forward, and no one online raised a hand.

**Adjourn**

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

Meeting adjourned at 7:02 P.M.

**Motions and Outcomes:**

Motion:	Outcome	Beebe	Brummer	Howard	Hutchison	Smith	Sumner	Uffelman
Consent Agenda as Presented	PASSED	Y	Y	Y	-	Y	Y	Y
Motion to approve the intent to purchase two electric vehicles for \$133,517.00 using ODOT grant funding from Kendall Ford Statewide Price Agreement #1658.	PASSED	Y	Y	Y	-	Y	Y	Y
Motion to approve the purchase of a third electric vehicle for \$52,253.66.	PASSED	Y	Y	Y	-	Y	Y	Y
Motion to approve a \$5,000 contribution to Oregonians for Floodplain Protection.	PASSED	Y	Y	Y	-	Y	Y	Y
Resolution No. 1635 – Approving Amendment to Wastewater Disposal Agreement with County	PASSED	Y	Y	Y	-	Y	Y	Y
Resolution No. 1636 – Approving Appropriation Adjustments to the BN 2025-2027 Budget for the Third Quarter of the First Fiscal Year	PASSED	Y	Y	Y	-	Y	Y	Y
Resolution No. 1637 – Approving a Personal Property Sale Agreement with Westlake Solar Panels, LLC	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>.



## OREGON LIQUOR & CANNABIS COMMISSION

# Local Government Recommendation – Liquor License

### Annual Liquor License Types

Off-Premises Sales	Brewery-Public House
Limited On-Premises Sales	Brewery
Full On-Premises, Caterer	Distillery
Full On-Premises, Commercial	Grower Sales Privilege
Full On-Premises, For Profit Private Club	Winery
Full On-Premises, Non Profit Private Club	Wholesale Malt Beverage & Wine
Full On-Premises, Other Public Location	Warehouse
Full On-Premises, Public Passenger Carrier	

### Section 1 – Submission – To be completed by Applicant:

#### License Information

Legal Entity/Individual Applicant Name(s): Cadillac's, LLC

Proposed Trade Name: Cadillac's

Premises Address: 414 N Main st

Unit:

City: Prineville

County: Crook

Zip: 97754

Application Type:  New License Application  Change of Ownership  Change of Location

License Type: Full On-Premises, Commercial

Additional Location for an Existing License

#### Application Contact Information

Contact Name: Jenna Brown

Phone: [REDACTED]

Mailing Address: Po Box 7

City: Prineville

State: OR

Zip: 97754

Email Address: admin@cadillacsbar.com

#### Business Details

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

Manufacturing/Production

Retail Off-Premises Sales

Retail On-Premises Sales & Consumption

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

Indoor Consumption

Outdoor Consumption

Proposing to Allow Minors

Section 1 continued on next page



## OREGON LIQUOR & CANNABIS COMMISSION

# Local Government Recommendation – Liquor License

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

Legal Entity/Individual Applicant Name(s): Cadillac's, LLC

Proposed Trade Name: Cadillac's

**IMPORTANT:** You MUST submit this form to the local government PRIOR to submitting to OLCC. Section 2 must be completed *by the local government* for this form to be accepted with your CAMP application.

### 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: *1-19-2026*

Received by: *hm*

### 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.

## **City Manager Update to Council**

**January 27, 2026**

### **Public Safety / Dispatch**

Officer Moore, a lateral recent hire, is finishing up department training and doing really well and will be out on patrol soon.

Interim Chief Shane is working on his annual report for Council with all of the 2025 department activity statistics.

### **Public Works**

The ASR2 well house is awaiting the building permit and will then be constructed next.

Public Works is still waiting for winter weather to hit and is all prepared.

### **Railroad**

The Railroad will be going through FRA & ODOT inspections by the time this report is given.

### **Meadow Lakes Golf**

With colder weather, play has slowed a bit, but still happening in the afternoons when it warms up.

### **Airport**

Kelly reports that the fog has slowed aviation activity. They will be working on more grant applications and gearing up for projects this summer.

### **Planning**

There are a couple of subdivision applications in the works. Developers are holding back at the moment because once subdivided, they have to pay more property taxes on the lots, and they don't want to be sitting on them to sell.

### **Human Resources – No Update**

### **Information Technology**

The IT team is gearing up for Axon equipment upgrades, first with the Sheriff's office, and then will begin PD in mid-February.

### **Finance**

Lori is preparing her quarterly finance report to present to the Council in February.

### **City Recorder/Risk Management**

The Safety & Wellness is looking into new wellness challenges for the staff to compete in and keep our team members motivated, moving & healthy.

### **City Legal – No Update**

### **EDCO – No Update**

### **Public Relations – No Update**

### **Mayor/Council**

The League of Oregon Cities (LOC) Spring Conference is coming up and will be in Pendleton this year on April 23rd- 24th. The League offers some other great training opportunities for Council and staff. The staff will be bringing some of those opportunities to the Council to help decide what would be most beneficial to all. Keep a lookout for that in the future with some recommendations.

We will be having a workshop soon regarding the PP & L Franchise Agreement.

### **Economic Development and Strategic**

Thanks to Caroline for successfully obtaining a carbon reduction grant for electric vehicles. Two of them have been delivered and are on-site at the Railroad & IT Department. The third one for PD is still several weeks out.

### **Other**

## **ORDINANCE NO. 1305**

### **AN ORDINANCE AMENDING THE CITY'S COMPREHENSIVE PLAN MAP AND ZONING MAP FROM INDUSTRIAL TO COMMERCIAL.**

**Whereas**, City of Prineville (“City”) adopted a Comprehensive Plan on or about April 10, 2007, pursuant to Ordinance 1143 and codified in Chapter 154 of the Prineville City Code; and

**Whereas**, the City’s Code establishes the policy and procedure to change the Comprehensive Plan Map and Zoning Map designation of a property. Pursuant to such policy and procedure a property owner or owner’s representative may initiate a request to change the zoning of a property; and

**Whereas**, Dixie Land LLC, the owner of property identified as T14, R15, S36A Tax Lot 002501 (“property”), has applied for a change to the City’s Comprehensive Plan Map from Heavy industrial to Outlying Commercial and Zoning map designation from Light Industrial (M1) to General Commercial (C2); and

**Whereas**, pursuant to Section 153.233 of the Code, required notice was sent to property owners within 250 feet of the subject properties. Notice was also submitted to the Department of Land Conservation and Development and published ten (10) days prior to the initial public hearing with the Planning Commission scheduled on December 16, 2025; and

**Whereas**, on December 16, 2025, the City Planning Commission held a public hearing and consented to the amendments, with the recommended trip cap identified in the applicant’s traffic study and recommended the City Council approve the amendments to the Comprehensive Plan Map and Zoning Map as shown in Exhibit A, attached hereto and by this reference made a part hereof; and

**Whereas**, on January 13, 2026, the City Council pursuant to Section 153.256.030 of the Code, did not initiate their own review, thereby accepting the Planning Commission recommendation without further review.

**NOW, THEREFORE**, the people of the City of Prineville ordain as follows:

1. That the City’s Zone Map is hereby amended as described above and shown on Exhibit A, with a trip cap of 599 weekday daily trips and 78 weekday p.m. peak hour trips as recommended in the applicant’s traffic study.
2. The City Recorder shall place a certified copy of this Ordinance in the City’s permanent records.
3. The Ordinance shall be effective 30 days following its passage by the City Council.

Presented for the first time at a regular meeting of the City Council held on January 27, 2026, and adopted the foregoing ordinance this \_\_\_\_\_ day of February, 2026.

ATTEST:

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Rodney J. Beebe  
Mayor

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Lisa Morgan, City Recorder

**Property description:** Parcel 2 of PP. 2006-49 & adjacent right-of-way **Map & Tax lot:** 141536A002501

**Comprehensive Plan Designation:** Heavy Industrial change to Outlying Commercial

Prineville Comprehensive Plan  
 AIRPORT  
 CORE COMMERCIAL  
 HEAVY INDUSTRIAL  
 LIGHT INDUSTRIAL  
 MIXED USE  
 OPEN SPACE  
 OUTLYING COMMERCIAL  
 RESIDENTIAL



**1 EXISTING DESIGNATION**

A4.0 SCALE: NOT TO SCALE

MAP LOT 14-15-36A0-02501: HEAVY INDUSTRIAL



**2 PROPOSED DESIGNATION**

A4.0 SCALE: NOT TO SCALE

MAP LOT 14-15-36A0-02501: OUTLYING COMMERCIAL

**Zone Designation:** Light Industrial (M1)

change to General Commercial (C2)

City Zones

AC  
 AD  
 AM  
 AO  
 C1  
 C2  
 C3  
 C4  
 C5  
 CMU  
 IP  
 M1  
 M2  
 PR  
 R1  
 R2  
 R4



**1 EXISTING ZONING**

A3.0 SCALE: NOT TO SCALE

MAP LOT 14-15-36A0-02501: M-1 LIGHT INDUSTRIAL



**2 PROPOSED ZONING**

A3.0 SCALE: NOT TO SCALE

MAP LOT 14-15-36A0-02501: C-2 GENERAL COMMERCIAL