



CITY OF PRINEVILLE
Regular Meeting Brief
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City Council Meeting Brief
November 14, 2023

Council Members Present:

Marv Sumner
Jason Beebe
Steve Uffelmann
Shane Howard

Gail Merritt
Scott Smith
Janet Hutchison

Council Members Absent

None.

Additions to the Agenda

None.

Consent Agenda

1. Regular Meeting Brief 10-24-2023

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

Visitors, Appearances and Requests

2. **Ceremonial Swear In of Officers Jeremy Richmond & Michael Dunn**

Lt. Shane Wilson highlighted the process of hiring an officer explaining that it takes two to three months or more to bring an officer on board.

Lt. Wilson thanked staff members and recognized Samantha Raymond for the tremendous help she has been over the last several months.

Lt. Wilson called Officer Jeremy Richmond up, provided highlights of Officer Richmond's background and administered the ceremonial oath.

Lt. Wilson called Officer Dunn forward, provided highlights of Officer Dunn's background and administered the ceremonial oath.

3. Ceremonial Promotional Swear In of Sgt. Jonathon Adkins

Lt. Wilson called Sgt. Jonathon Adkins forward explaining that Sgt. Adkins started with us in 2019 and highlighted some of his career. Lt. Wilson administered the ceremonial oath.

Lt. Wilson called up Sam McKenzie, Crook County 911 Director.

4. Dispatcher Recognition of Katie Kemper – Sam McKenzie

Mr. McKenzie asked Katie Kemper, Crook County 911 Supervisor to stand and to be recognized. Katie has been with dispatch since 2020 and has been recognized twice for dispatcher of the year in the state for 2021 and 2022. Mr. McKenzie added that he has seen a marked improvement with moral, processes and dispatch is very lucky to have her here.

Visitors, Appearances and Requests

No one came forward.

Council Presentations

5. Communications Social Media Update – ShanRae Hawkins

Mrs. Hawkins went through a power point presentation that highlighted communication goals over the years and how significantly outreach has increased since first starting.

Discussions continued regarding how the city handles negative comments, how great it is to see the Facebook posts and how it has raised the bar on how we communicate with the public.

Council Business

6. Consider Cancellation of November & December Second Council Meetings – Steve Forrester

Steve Forrester, City Manager explained that due to the holidays in November and December the second meetings of the month are cancelled and we can consider cancelling the second meeting in December at the December 12th Council meeting.

Councilor Howard made a motion to cancel the second Council meeting in November. Motion seconded. No discussion on motion. All in favor, motion carried.

7. Multi Family Housing Grant Program (PUBLIC HEARING) – Josh Smith

Mayor Beebe opened the public hearing portion of the meeting.

Josh Smith, Planning Direction went through a power point presentation and explained how we talked at the last meeting about developing our own program.

Mr. Smith went through the incentive and how it would only apply to city taxes. Other taxing districts would have to develop their own programs.

There were discussions regarding if it is on all city taxes or just improvements on the land.

Mr. Smith continued with what the eligibility requirements are, duration of incentive, application process and options for decisions.

Discussions continued regarding recreational facilities and price of rentals today.

Council agreed that they are happy with it as presented and did not have any questions.

No one came forward to comment or was on the phone to comments. No written comments were received. Mr. Smith did reach out to the developers and they did not have anything to add.

Mayor Beebe closed the public hearing portion of the meeting.

Jered Reid, City Attorney added that a resolution will come forward at the next Council meeting.

Staff Reports and Requests:

8. City Manager's Report– Steve Forrester

Steve Forrester, City Manager began his report on each of the departments and activity adding that he is very happy with the performance of the Police Department.

Casey Kaiser, Public Works Director came forward and provided a Public Works update explaining that they have tackled all three master plans at the same time and are waiting on a Department of Environmental Quality (DEQ) review of the Water Master Plan. They have had their first Transportation System Plan (TSP) public advisory committee meeting which had great attendance with over 20 people there.

Mr. Forester continued with his report and went through the rest of the departments.

There were discussions regarding the car wash and Meadow Lakes parking lot paving project. The Meadow Lakes parking lot paving project will go out to bid in mid-spring when the 2024 road rehabilitation project goes out to bid.

Councilor Howard asked if the city has consider investing in indoor golf activities in the winter and we can make money with virtual golf.

Zach Lampert explained that there isn't currently room at the facility for virtual golf.

9. Quarterly Financial Report – Lori Hooper Antram

Mrs. Hooper Antram went through a power point presentation that highlighted the condition of all city funds.

There were discussions regarding transient room tax and how that money is allocated and the EV charging facility and how we receive revenue from that. Mr. Smith explained that he set the charge fee based on average rates at 45 cents per KW.

Mrs. Hooper closed with an audit update explaining that they may possibly be asking for an extension.

Committee Reports

Councilor Hutchison provided an Ochoco Forest Collaborative update which included how an aerial survey on the forests has just been completed. They cover 47 million acres of all forested land and use a variety of methods to survey. Tree mortality was discussed again and how the drought has stressed the trees as well as the western tree beetle. The Ochoco Forest is like the epicenter now for the drought. The Forest Service has started taking trees out at Walton Lake and are also working on a Wildlife Crisis Strategy at the grasslands.

There were no questions, just comments that they are happy that the trees at Walton Lake are being taken out.

There were no other reports.

Ordinances:

None.

Resolutions

10. Resolution No. 1581 – Approving an Amendment to Personal Services Agreement with DOWL – Casey Kaiser

Mr. Kaiser presented the staff report explaining that the amendment is for an additional archeological study.

Discussions continued regarding de-watering and the wetland, artifacts that were found were a couple of tools that could be pre-European, a tin pan and shard of glass. They have to determine the significance of the archeological items found and if Council could get notice when they go out for the archeological study so anyone could go out and watch.

Councilor Hutchison made a motion to approve Resolution No. 1581. Motion seconded. No discussion on motion. All in favor, motion carried.

11. Resolution No. 1582 – Authorizing the City to Enter into an IGA with Crook County School District – Lori Hooper Antram

Mrs. Hooper Antram presented the staff report explaining that this will add a third school resource officer (SRO) for the school district and how this may need a budget adjustment.

Discussions continued regarding why the school district needs another officer due to the number of locations, increase in drugs at a national level but not here, mentoring the kids, active shooter coverage and many other needs.

There were questions if they are looking at adding more SRO's in the future and how it would be nice to have one at all the schools.

Councilor Merritt added that she strongly believes of officers in the school. It builds great relationships with the students and she always receives comments on it being great having officers there.

Councilor Merritt made a motion to approve Resolution No. 1582. Motion seconded. No discussion on motion. All in favor, motion carried.

Visitors, Appearances and Requests:

No one came forward.

Mayor Beebe discussed Mr. Forrester's upcoming review at the next meeting in December and to please return the review packets to Lisa since he will be out of town.

Adjourn

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

Meeting adjourned at 7:55 P.M.

Motions and Outcomes:

Motion:	Outcome	Beebe	Howard	Hutchison	Merritt	Smith	Sumner	Uffelman
Consent Agenda	PASSED	Y	-	Y	Y	Y	Y	Y
Motion to cancel the second Council meeting in November.	PASSED	Y	Y	Y	Y	Y	Y	Y
Resolution No. 1581 – Approving an Amendment to Personal Services Agreement with DOWL	PASSED	Y	Y	Y	Y	Y	Y	Y
Resolution No. 1582 – Authorizing the City to Enter into an IGA with Crook County School District	PASSED	Y	Y	Y	Y	Y	Y	Y
Adjourn Meeting	PASSED	Y	Y	Y	Y	Y	Y	Y

Public Records Disclosure

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