



CITY OF PRINEVILLE
Regular Meeting Brief
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City Council Meeting Brief
December 9, 2025

Council Members Present:

Scott Smith	Janet Hutchison
Marv Sumner	Jerry Brummer
Steve Uffelman	Shane Howard

Council Members Absent

Jason Beebe

Additions to the Agenda

Add Item 4b – Under Council Presentations – Lexington Update

Consent Agenda

1. Special Council Meeting Brief 11-18-2025
2. Recommendation to Reappoint Planning Commissioners
3. Creekside Beer Garden Liquor License

Councilor Brummer 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

4. **Amplified Life Presentation** – Carmen Ohling & Jason Curtis

Steve Forrester, City Manager, provided background information on Amplified Life and how and why the staff became engaged with them.

Ms. Ohling explained how they immersed themselves in various locations in Prineville to find out what makes Prineville, Prineville.

Mr. Curtis went through portions of a PowerPoint presentation that highlighted questions that were asked to stakeholders in the community.

Mr. Curtis outlined key themes, city strengths, city team opportunities, inspirations, growth and future vision opportunities.

There were discussions regarding education, healthcare, and regional transportation.

Mr. Forrester elaborated that bringing in Amplified Life was primarily focused on leadership and how to improve.

Ms. Ohling explained how the city could better collaborate with community partners and how they are all willing to come to the table with the city being the leader.

4b. EDCO – Lexington Update – Kelsey Haskett

Mrs. Haskett talked about how Prineville was the third highest annual wage in the state and is now second. Washington County is first by only \$400.00 more. The economy is uncertain with federal reductions.

Mrs. Haskett shared some background information on Lexington and Owen Corning shutting down earlier in the year and the efforts that were taken to help the employees who lost their jobs. Owen Corning was a staple in the community for decades. Lexington, which has taken over the Owen Corning site, is headquartered in Minnesota, with a few locations throughout the nation. They kept staff who are going through training to start up.

Council Business:

5. Intent to Award Design Services Contract for Water & Wastewater Infrastructure Expansion Project – Casey Kaiser

Casey Kaiser, Assistant City Manager/Public Works Director, presented the staff report and went through a PowerPoint presentation that highlighted the number of homes inside the city and the UGB to provide city services. He showed a slide that illustrated the areas that do not have city services.

Four qualified companies submitted proposals, with three people who reviewed the proposals, and Anderson Perry scored the highest.

There were discussions regarding if we have used any of them before, potential condemnation properties and whether they are in the city or county or both. Properties within the city will be a priority, and funding for the actual construction will be sought after the designs are done.

Councilor Smith made a motion to approve the intent to award to Anderson Perry for the design of the Water and Wastewater expansion project. Motion seconded. No discussion on the motion. All in favor, motion carried.

Staff Reports and Requests:

6. City Manager's Report – Steve Forrester

Steve Forrester, City Manager, went through his report highlighting activities in all departments.

Councilor Uffelman asked about the additional revenue at the airport and if the city still has to contribute to the airport.

Lori Hooper Antram, Finance Director, explained that we have an IGA with the county that is good for three years, and the FBO handles all of the fuel sales.

There were no further questions.

7. State & Regional Economic Environment Update – Steve Forrester / Casey Kaiser

Mr. Forrester stated that this presentation is just facts, and this is the environment that we have right now, which came from Oregon Business.

Mr. Forrester covered short-term and long-term rates. Long-term rates have a flat yield curve that could go either way. There really are no signs that inflation is going to end soon. Rent has flattened, and rents make up 30% of the inflation gauge. Housing prices are compressing and down slightly.

Mr. Kaiser talked about what we have done to keep the city stable, what we are doing, opportunities in the future, and future capacity needs.

There were no questions.

Council Reports

Councilor Hutchison announced that the Ochoco Forest Collaboration had made a decision to dissolve due to retirement, funding, and membership not being the same as it used to be.

Councilor Sumner stated that he attended a focus group at COCC where he talked about the strengths of Prineville. There was some good information shared there.

Ordinances:

None.

Resolutions:

None.

Visitors, Appearances, and Requests:

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

8. **Executive Session Pursuant to ORS 192.660(2)(e) – To conduct deliberations with persons that have been designated to negotiate real property transactions, and ORS 192.660 (2)(i) & ORS 192.660(8) – To evaluate the performance of an officer, employee, or staff member**

Councilor President Uffelman read the executive session script into the record.

Council went into Executive Session at 7:32 P.M.

Regular session reconvened at 8:10 P.M.

Council President Uffelman referred to the information Mr. Forrester provided regarding the compensation package. and added that he supports it. Council President Uffelman spoke with Mayor Beebe, who is also in support of the request that has been made.

There were discussions regarding standard ranges, annual comprehensive reviews of all staff members with ranges for each position. There are CPI's, bonuses for outstanding performance, and union agreements with CPI's built in.

Councilor Hutchison explained that reviews and compensation are for the current year and not the future.

Discussions continued on the proposed succession plan with Mr. Kaiser to transition into the City Manager role and accrued sick time.

Councilor Smith made a motion to approve the City Manager's proposal for compensation package effective January, 2026 – 2027. Mr. Reid suggested that the motion would be to approve the increase of the City Manager's salary by 4%, effective January 2026 and another 4% effective January 2027. Councilor Smith moved to accept Mr. Reid's suggestion. Motion seconded. Motion carried.

Councilor Hutchison made a motion to approve \$47,000 payout of sick time this year, \$47,000 for next calendar year, and the final amount paid out in either 2027 or 2028. Motion seconded. Mr. Reid wanted to clarify if that was pursuant to a deferred comp catch up plan? That's how it logically works, periodic installment payout. Councilor Hutchison said yes. Council President asked if that is okay with the second, and it is. No further discussion. All in favor, motion carried.

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 8:54 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 award to Anderson Perry for the design of the Water and Wastewater expansion project	PASSED	-	Y	Y	Y	Y	Y	Y
Motion to approve the City Manager's proposal for compensation package effective January, 2026 – 2027. Mr. Reid suggested that the motion would be to approve the increase of the City Manager's salary by 4%, effective January 2026 and another 4% effective January 2027. Councilor Smith moved to accept Mr. Reid's suggestion.	PASSED	-	Y	Y	N	Y	Y	Y
Motion to approve \$47,000 payout of sick time this year, \$47,000 for next calendar year, and the final amount paid out in either 2027 or 2028. Motion seconded. Mr. Reid wanted to clarify if that was pursuant to a deferred comp catch up plan? That's how it logically works, periodic installment payout. Councilor Hutchison said yes. Council President asked if that is okay with the second, and it is. No further discussion.	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>.