



City of Prineville

387 NE THIRD STREET ♦ PRINEVILLE, OREGON 97754

REGULAR MEETING BRIEF

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City Council Meeting Brief June 25, 2013

Council Members Present:

Gail Merritt
Dean Noyes
Steve Uffelman

Betty Roppe
Jason Beebe
Jason Carr

Council Members Absent

Jack Seley

Additions to the Agenda

Liquor licenses – change in ownership for Brothers III and Debbie Sue's Café have been added to the consent agenda.

Crook County Kids Club is Item "C" under Visitors & Appearances.

All resolutions will move up on the agenda before Council Business.

Public hearings on Resolution for State Revenue (second hearing); updating financial policy; and adopting 2013/2014 fee schedule is moved to before Resolution No. 1214.

Consent Agenda

Councilor Merritt made a motion to approve the consent agenda with additions of liquor licenses. Motion seconded. No discussion on motion. All in favor, motion carried.

Visitors, Appearances and Requests:

A. Public Appearances

No one came forward.

B. Lorena Nunez – Anderson Perry Grant Recipient

Miss Nunez informed Council of where she intends to attend college and will be focusing on the medical assistant program.

C. Crook County Kids Club

Ashley went over all of the activities planned for the summer and asked for an update on the request for funding.

Councilor Noyes made a motion to approve a \$2,000 contribution for FY 2012/2013. Motion seconded. No discussion on motion. All in favor, motion carried.

Resolutions:

A. Resolution No. 1211 – The City Council for the City of Prineville Does Resolve as Follows: The following appropriation adjustments to the Fiscal year 2012-2013 Budget for the Fourth Quarter are required to provide for unexpected needs or to expend certain funds not anticipated at the time the budget was adopted, and hereby authorized in accordance with ORS 294.450.

Liz Schuette, Finance Director provided the background information for this resolution.

Councilor Uffelman made a motion to approve Resolution No. 1211. Motion seconded. No discussion on motion. All in favor, motion carried.

B. Resolution No. 1212 – A Resolution Adopting Budget and Making Appropriations for 2013-2014.

Mrs. Schuette provided the staff report explaining that this is what was approved by the Budget Committee on June 4, 2013.

Councilor Noyes made a motion to approve Resolution No. 1212. Motion seconded. No discussion on motion. All in favor, motion carried.

C. Resolution No. 1213 – A Resolution Imposing and Categorizing Taxes for the 2013-2014 Fiscal Year.

Mrs. Schuette provided the background for this resolution, explaining this was also approved by the Budget Committee on June 4, 2013.

Councilor Carr made a motion to approve Resolution No. 1213. Motion seconded. No discussion on motion. All in favor, motion carried.

**D. PUBLIC HEARING ON:
Resolution on State Revenue Sharing (Second hearing)
Updating Financial Policy
Adopting 2013/2014 Fee Schedule**

Mayor Roppe opened the public hearing portion of the meeting asking if anyone had any comments regarding the resolution on State Revenue Sharing, updating the city Financial Policy and adopting the 2013/2014 Fee Schedule.

No one came forward.

Mayor Roppe closed the public hearing portion of the meeting.

E. Resolution No. 1214 – A Resolution Declaring the City of Prineville’s Election to Receive State Revenue Sharing.

Mrs. Schuette provided the information on this resolution.

Councilor Uffelman made a motion to approve Resolution No. 1214. Motion seconded. No discussion on motion. All in favor, motion carried.

F. Resolution No. 1215 – A Resolution Establishing Fees and Charges for the City of Prineville for Fiscal Year 2013-2014.

Mrs. Schuette explained that the schedule is Exhibit “A” to the resolution and this information was previously distributed to Council for time to review prior to tonight.

Councilor Beebe made a motion to approve Resolution No. 1215. Motion seconded. No discussion on motion. All in favor, motion carried.

G. Resolution No. 1216 – A Resolution Amending the City of Prineville’s Fiscal Policies

Mrs. Schuette provided the background on this policy originally being adopted in 2006. The fiscal policy is being updated to include 10 areas of policy from 6 areas.

Councilor Carr made a motion to approve Resolution No. 1216. Motion seconded. No discussion on motion. All in favor, motion carried.

Council Business:

A. Intent to Award Grind & Inlay Project – Eric Klann

Eric Klann, City Engineer provided the staff report.

Councilor Noyes made a motion to approve the intent to award the grind and inlay project to High Desert Aggregate & Paving, Inc. Motion seconded. No discussion on motion. All in favor, motion carried.

B. Intent to Award Water Line Replacement Project – Eric Klann

Mr. Klann presented the staff report.

Councilor Uffelman asked regarding difference in cost from good bids to the engineers estimate.

Mr. Klann explained he calculates higher to be on the safe side.

Councilor Carr made a motion to approve the intent to award the water line replacement project to Robison & Owen. Motion seconded. No discussion on motion. All in favor, motion carried.

C. Humane Society of the Ochocos

Stephen Drynan, Executive Director of the HSO provided an update of what the HSO has been doing with activities and where they stand financially. Mr. Drynan asked Council to consider extending the agreement with the city for the next fiscal year.

Councilor Uffelman made a motion to approve the extension of the agreement with the expectation that quarterly reports will be due prior to releasing payment to HSO. Motion seconded. No discussion on motion. All in favor, motion carried.

D. Council iPad Discussion

James Wilson, IT Director presented the staff report.

Council agreed that they would like to get a feel for how they would work prior to expending funds on this.

Mr. Wilson explained that shared point programming would have to take place for all documents to be in a single place.

Staff Reports:

A. Managers Report – Steve Forrester

Mr. Forrester stated: there will be a Council Workshop on July 9th beginning at 11:30 for the wetland and will be followed by discussion on Pacific Crest request; LOC conference is coming up; Russ DeBoodt of EDCO has been doing a great job in his position; the water and sewer line extension project will start July 1st; City and County toured Pioneer Memorial Hospital and it will be abandoned, staff of both are looking into feasibility of turning it into a shared public safety complex; and the city was featured in an article in Cascade Business News.

Mayor Roppe talked about meeting with PGE and explained that the money they have earmarked for a hydro power facility that depends on the federal legislation, has a limit to being available.

B. Urban Renewal Update – Scott Edelman

Scott Edelman, Planning Director and Andy Parks, CPA, GEL Oregon, Inc. discussed the feasibility study for an Urban Renewal district.

Mr. Forrester added that we are getting an analysis to see if this is even something that will work for the city. There are a lot of questions that could be answered after an abbreviated feasibility study is done to see if Council wants to go further.

Mr. Parks stated he could have something to bring back to Council by the end of August that will include the downtown area.

Councilor Carr made a motion to approve an initial analysis for \$7500.00 that will include the downtown corridor. Motion seconded. No discussion on motion. All in favor, motion carried.

Ordinances:

None.

Visitors Appearances and Requests:

Zach Lambert informed Council that Meadow Lakes is participating in a gold card promotion that could benefit local non-profits and asked Council to let him know if they have any in mind.

Donna Angel, Willowdale resident had questions about the Urban Renewal and wanted assurance that Willowdale residents would be notified.

Councilor Noyes announced there will be a chili cook off at the Fire Department, Thursday at 5:00 PM and Mayor Roppe will be one of the judges.

Meeting adjourned at 8:02 P.M.

Motions and Outcomes:

Motion:	Outcome	Uffelman	Carr	Beebe	Merritt	Seley	Roppe	Noyes
Consent Agenda with Additions	PASSED	Y	Y	Y	Y	-	Y	Y
Motion to Contribute \$2,000 to Crook County Kids Club from FY 2012-2013	PASSED	Y	Y	Y	Y	-	Y	Y
Resolution No. 1211 – Appropriation Adjustments to the FY 2012-2013 Budget	PASSED	Y	Y	Y	Y	-	Y	Y
Resolution No. 1212 - Adopting Budget and Making Appropriations for 2013-2014	PASSED	Y	Y	Y	Y	-	Y	Y
Resolution No. 1213 – Imposing and Categorizing Taxes for the 2013-2014 Fiscal Year	PASSED	Y	Y	Y	Y	-	Y	Y
Resolution No. 1214 – Declaring the City of Prineville's Election to Receive State Revenue Sharing	PASSED	Y	Y	Y	Y	-	Y	Y
Resolution No. 1215 – Establishing Fees and Charges for the City of Prineville for FY 2013-2014	PASSED	Y	Y	Y	Y	-	Y	Y
Resolution No. 1216 – Amending the City of Prineville's Fiscal Policies	PASSED	Y	Y	Y	Y	-	Y	Y
Intent to Award Grind & Inlay Project to High Desert Aggregate & Paving, Inc.	PASSED	Y	Y	Y	Y	-	Y	Y
Intent to Award Water Line Replacement Project to Robison & Owen	PASSED	Y	Y	Y	Y	-	Y	Y
Humane Society of the Ochocos – Extend Agreement through FY 2013-2014 with the Expectation that Quarterly Reports will be Provided Prior to Releasing Payment	PASSED	Y	Y	Y	Y	-	Y	Y
Approve an Initial Urban Renewal Analysis for \$7500.00 that will Include Downtown Corridor	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 annotated voice recording of this meeting is available at www.cityofprineville.com/meetings