

CITY OF PRINEVILLE

MINUTES

March 25, 2008

The meeting of the Prineville City Council was called to order on March 25, 2008 at 6:30 PM in the Council Chambers at City Hall by Mayor Wendel. Present were Council Members Steve Uffelman, Gordon Gillespie, Steve Ilk, Betty Roppe, Dean Noyes and City Manager Robb Corbett.

Present representing the press media was Don Wood of Hometown Radio.

The meeting was opened with the flag salute.

CONSENT AGENDA:

A. Minutes of March 11, 2008 regular meeting.

Council Member Roppe stated on page 4, the Railroad Commission was list twice and on page 5, Eric Klann needed to be added to the Fish Reintroduction Committee and Mike Wendel omitted.

Council Member Roppe moved to approve the consent agenda as corrected. Council Member Uffelman seconded and the motion passed unanimously.

VISITORS, APPEARANCES AND REQUESTS:

ECONOMIC DEVELOPMENT UPDATE - JASON CARR, EDCO: Prineville/Crook County Economic Development Manager Jason Carr reported unemployment in Crook County has reached 10.9%. February tends to the highest unemployment month across the country. 140 jobs have been lost since the 1st of the year. The high inventory of housing is also a contributing factor.

Jason reported many of the laid off workers can qualify for training education to assist them in finding jobs. There are different manufacturing companies in Central Of region that have picked up some of these laid off workers. He is doing what he can to try to provide more jobs locally.

We now have a Rural Renewal Energy Zone which encompasses the entire area of Crook County. It is similar to an Enterprise Zone in that it provides a tax break for renewal energy companies. This is definitely a tool in attracting other companies to this area.

Jason answered questions from the Council.

Jason stated he is not actively recruiting any wood product companies. He is hoping to recruit a type of business with clerical jobs. He also does not want to bring in any competition with the existing businesses that are here.

City Manager Robb Corbett asked Jason what direction is the board giving him concerning recruitment of jobs into Prineville? He might think about bringing that information to the Council the next time he brings an update.

Jason stated he can bring the document that was used before this position was filled in terms of what some of the requirements were and some of the sectors that we are trying to recruit to this area. It outlines that in the document and it is a document that he would be more than willing to share with the Council.

Jason showed a brochure to the Council titled "Redmond Area Profile". He is in hopes of putting a similar brochure together for Prineville, ready to go by the middle of April.

The biomass facility is another renewal energy company, which would qualify for the Renewal Energy Zone, that we are working on is on track to start construction hopefully late fall of 2008 or early 2009, would add 60-100 local jobs. They need to deal with permitting land use issues and DEQ as well. They are also in the process of securing raw materials for their business.

One of the first Enterprise Zones applications that he just authorized is a small company names Rock Solid Pre-cast. This company makes cement blocks for retaining walls. The will begin with 3 employees and start up operations sometime in mid-April when their equipment arrives.

Jason reported there is a local business that is looking at 1.5 million dollar expansion with the addition of 5-10 employees.

JERRY BRUMMER - PRESIDENT OF THE CROOK COUNTY HISTORICAL SOCIETY: Jerry Brummer reported he has acquired the 1917 original certificates that were sold to get the City of Prineville Railroad started. They will be donated to the Bowman Museum. He passed the certificates around to the Council.

Jerry also offered to give Council Members a tour of the Public Works facilities.

LYLE BYLER CONCERNING THE DINNER TRAIN: Lyle Byler stated at the bottom of the grade it goes from 45 mph to 30 mph and he was wondering what the possibility of getting a "Reduce Speed" sign and making the 30 mph sign bigger because it is hiding behind a light pole.

Scott Smith from Public Works reported this would be ODOT's jurisdiction and they would support him in this effort.

Lyle stated a couple of his friends received gift certificates for the Dinner Train for Christmas. What is the status of the Dinner Train and the ability to use these gift certificates?

Lyle stated as of 6:00 PM tonight he checked the City's website and there is still nothing on the website about starting up the dinner train, what is going on there?

City Manager Robb Corbett stated he will have Railroad Manager Dan Lovelady provide an update on the Dinner Train situation later this week and provide this information to the Council at the next meeting.

WORKSHOP - WATER ORDINANCE UPDATE: City Manager Robb Corbett reported staff is currently holding ongoing meetings to review and discuss the operational elements of the current water ordinances as provided in the Council packet. He expects to have a final recommendation on these smaller items at the next

Council Meeting in the form of one policy ordinance that would replace the existing ordinances.

Staff suggests at this time, the Council review and discuss the larger issues such as irrigation limitations (Ordinance No. 1043) and temporary shut offs (Ordinance 910, Section 13).

Mr. Corbett stated they are looking at more efficient ways to proceed and he is reviewing these ordinances with the utility staff, public works as well as finance.

Ordinance No. 1043 specifies when citizens can use water for irrigation purposes and the reasoning behind this is for water conservation as well as more efficient use of irrigation water.

Council Member Roppe stated residents need to be aware of the \$100 fine for not obeying the watering regulations.

Public Works Superintendent Jerry Brummer reported they had door hangers made last year stating the watering regulations. They would leave them on the door, if they noticed people watering other than the given hours, when they were out working on other projects. They had pretty good response by doing that. If we decide we really want to get serious and enforce it, then they would probably have to dedicate someone to doing this, to go out and check every afternoon or about 10:00 in the morning until the end of the shift.

Council Member Uffelman stated people are willing to support the concepts of water conservation, the odd even and that sort of watering, as long as they are told and are aware of what is expected of them.

Jerry Brummer stated they did put ads in the local newspaper last year and they will continue to do that just to make people aware of it. Another thing that they have done with some of the people that have their own wells, they have talked to them and told them we can't force them to do this, but we do have an even and odd watering scheduling in place and ask them to cooperate because other residents to not know if they have a well or not. They had good response to these requests.

Council Member Roppe stated they try to abide by the rules for the odd even watering but for sure she did not know that it was before 10:00 AM and after 4:00 PM. They also did not know there would be a fine if they did not water according to the watering regulations.

Jerry Brummer stated the odd even days do not always work out well because the 31st nobody is suppose to water and a lot of times it is hard to reprogram these automatic sprinkler systems.

Mayor Wendel stated all of the new controllers do odd 31. There are still a few controllers out there that have a problem with that. He suggested encouraging people to be careful not to water sidewalks and asphalt.

Council Member Roppe suggested putting out information that Parks and Recreation is not using City water to irrigate the parks.

Council Member Uffelman stated if it is not efficient to irrigate during the middle of the day, it would be helpful if

Parks and Recreation recognize that it is not a good time to be irrigating.

Jerry Brummer stated they are actually working on that putting some bigger pumps in, so they can do more zones at one time.

Council Member Noyes stated the new weather track satellite systems do not water every other day. They water just when it needs it.

City Manager Robb Corbett stated one of the things they will talk about are how difficult or easy is it to manage the policies. We want the Council to know what it will take to manage whatever policy the Council adopts.

Council Member Ilk stated personally he is not comfortable with an odd even in the ordinance. If like last year there is a crisis and the City came out and said "here is what we are going to do" based on the authority given to the City Manager in the ordinance, that works for him. He does not like the idea of creating an ordinance that you can't enforce.

Council Member Uffelman stated the other concern about the odd even is inasmuch as now they are more sophisticated control mechanisms utilizing a satellite and then we put in an ordinance that is not applicable to a significant portion of the community. We are really not helping ourselves at all.

City Manager Robb Corbett stated ideally they would like to have a policy that requires residents to conserve water and water efficiently with having to police it as little as possible and also maintain some flexibility.

Jerry Brummer stated the system that Council Member Noyes mentioned, there are a lot of them in California. They go into a whole city and get the City to adopt these and then they make an incentive for people to put them in. Then they set a rate of what the average person should use, based on the square footage that they are irrigating, and then if you irrigate less than that you pay less, if you irrigate more than that, then you are penalized for irrigating more. They actually incorporate a step system to do that. You have to have quite a lot of software in your billing to do that, but that is something that can be done. He feels that the odd even has working really well because on the 31st of the two days we had last summer, it was really remarkable. They spent all day shutting wells off.

Council Member Ilk stated if it is working on an advisory basis, why legislative it?

Council Member Roppe asked why do we have a fine listed in the ordinance? How many fines have we collected?

Jerry Brummer answered none that he is aware of.

Council Member Uffelman stated one of the ordinances gives the City Manager the authority to implement irrigation restrictions. With that in place, if it is necessary, then the authority has been given and it can be implemented on an as needed basis.

Mayor Wendel stated if we are running into a water situation where it is crucial whether we have enough water to be able to make sure that everybody has water or not and if it comes down

to somebody watering their yard or the hospital having water, he would be more than willing to make sure that we fine them \$100. He would not have a problem with that.

City Manager Robb Corbett stated one other issue that was brought up was do our existing policies provide for "snowbird" shut offs? So if someone takes off and goes to Arizona for 3-6 months during the winter, our policies do not provide a shut off to that residence while they are gone. They still pay a minimum base charge.

Mr. Corbett stated they will hear arguments on both sides to that because it is something that creates problems for staff to enforce. We frequently get requests that the City reconsider changing that policy.

Mr. Corbett stated if a rental is vacant for three months, he believes that the owner is still responsible to pay a base charge on that rental unit. The theory behind that is, the City has a certain amount of costs that goes into making water available to that vacant home. This is a controversial policy that the Council needs to be aware of.

City Manager Robb Corbett suggested the Council review these ordinances and if they have questions or comments to contact staff. A proposed draft will be brought back at the next Council Meeting.

FEBRUARY FINANCIAL REPORT: Finance Director Liz Schutte gave a brief overview of the February Financial Report that was passed out to the Council prior to the meeting.

COUNCIL GOALS: City Manager Robb Corbett stated he is providing feedback on how some of the proposed goals would be divided amongst the departments and that they would give the Council an estimated resource cost or assessment for each one of the goals. Based on the conversations that he had had with the Department Heads, he developed a list of suggested goals and objectives that the Council might consider adopting.

Mr. Corbett stated the thought process that went into his recommendation:

1) Measurable specificity. Some of the goals that were proposed were very broad in nature and open ended. He felt that one of the things that they wanted to do was to adopt objectives that "yes" or "no", they were achieved.

2) Staffing and whether or not we have the resources to be able to accomplish the list of objectives that were presented. He feels a need to go back to his department heads and ask them to reconsider their commitment to achieving those objectives with the idea in mind that it is better to come to the Council and say these are the things that we are going to do and be confident that we are going to be achieving them. Rather than come to the end of the year and these are the things that we didn't get done for whatever reason. He is concerned about some of the department's ability to be able to accomplish that list of goals or objectives.

Mr. Corbett stated because of where we are at, he feels it is important that the Council adopt some of these objectives that are tied to these goals. He would suggested to the Council that

after they adopt a set of objectives, if you adopt a set of objectives and goals, that he will be going back to department heads and having a conversation with them and express his concerns. Then if they want to amend them, they can come back to the Council and talk about amending the objectives at that time.

3) Whether or not it is within the realm of possibility based on direct feedback that he had received from department heads.

4) There was one other criteria that went into this and that was, he also looked at the level of the objective. There were some objectives that were very operational and he felt like that should be an objective that is set at an operational level, rather than a policy committee level. For example the golf course, one of the specific objectives was they are going to assess the number of bunkers that are on the golf course because of the cost of maintenance and how frequently they come into play and look at reducing the number. The cost of sand has gone through the roof. They are looking at reducing the number of bunkers to save on maintenance costs. To him an objective that should be met from the Council level is the thing that is profitable. In his mind, it meets the financial objectives laid out in the business plan that the Council has approved.

City Manager Robb Corbett stated he fully expects the Council to change his recommendations. He just wanted to jumpstart the process and to make it a little easier for the Council to arrive at a final conclusion to that process.

Mayor Wendel stated he said something about a Wastewater Advisory Committee and he did not see that in this document.

City Manager Robb Corbett stated one of the things that they have set as an objective is if you look "to maintain livability of Prineville" there is a list of master plan updates. It is under the "well planned infrastructure" and there is a plan to update the wastewater master plan and water master plan. You are going to have a working group that will be going through the process of updating the wastewater master plan. You are also going to have a working group that will be updating the water master plan. He suggested that objective might be achieved with the development of this plan.

Council Member Noyes stated what they were talking about was the familiarity with the water, such as with the Water Resource Subcommittee. That it is more comprehensive and detailed and the need is so great. They have learned so much from the experience of that subcommittee that the experience might be able to be felt on the wastewater side.

Mayor Wendel stated from the effectiveness of the Water Resource Subcommittee that it would be beneficial to have a wastewater committee also, just because the potential of the cost coming at us in the near future, that it would be beneficial to have a committee on that.

City Manager Robb Corbett stated that transportation will also be a huge issue for the City as well. We are looking at an update to the TSP and also working jointly with Crook County to jointly analysis transportation issues and bring them in more as a partner in addressing some of the transportation issues.

Council Member Uffelman suggested tying in the storm water in with the wastewater. Mayor Wendel stated he would assume that it would come to that committee because the two are so closely related. He suggested starting out with one committee and then later splitting it.

Council Member Gillespie asked if it was time to start these committees, because he just knows that every committee that we have, the one he is on, there is two staff people there a couple hours each time, and they are very busy. We don't want to do committees, just to have committees.

City Manager Robb Corbett stated to answer Council Member Gillespie's concern when the Council finalizes a set of objectives that you want to see accomplished, they are going to take that back and they are going to put together a budget and a work plan for the coming fiscal year that gets you where you want to go. If we can't get you there, then we will come back and tell you what kind of amendments we need to make in response to the reality. The department has not given him a timeline as to when we are going to start the process of the waste water master plan update.

Council Member Roppe suggested narrowing the list of goals down to what can actually be accomplished in a year.

City Manager Robb Corbett stated he wants to put a plan together and then bring it back for the Council to review the list of objectives and then prioritize. He agreed to get the department head's input as to how they can be achieved and what the cost will be.

Mayor Wendel asked if the Council was ready to make any changes to these objectives or do you want to take them home and update them as they see fit and come back and discuss this again.

Council Member Ilk stated he likes the suggestion of the City Manager, where staff would look at this and say if it is doable or not doable and see how it fits into the budget as well.

Council Member Uffelman stated he does not see the objectives as being excessive. He feels they are not achievable in one year, but a lot of these are going to be long on-going programs. A well planned infrastructure is never going to be fully developed, because every couple of years there are more things to add to the infrastructure. It is more of a matter of going through with staff or whomever, to select what goals within those objectives are realistically achievable during the upcoming calendar year to focus on those specific ones and site that these are our targets for the upcoming year under that particular objective. We are going to have to be a fiscally responsible government, whether it is this year or 20 years from now, and that is always ongoing.

City Manager Robb Corbett stated as he understands it the Council wants an understanding of what is going to get done this next fiscal year and what might be started this next fiscal year and carried over into the next year, some clarity on that. Council was in agreement.

Mr. Corbett stated besides adding the committee on wastewater/storm water, he would like to add a committee on transportation. He will move forward to have staff review,

establish timelines, work plans and costs and then incorporate them into the upcoming budget.

SECOND STREET EGRESS UPDATE: Scott Smith from Public Works reported the staff is requesting input from the Council in regards to utility relocations necessary for the construction of the Second Street Egress Project.

This project consists of the off ramp of Highway 126, connecting to the existing West Second Street. They are presently working on the process of acquiring adequate right-of-way. They are about 6 months away from property acquisition, so this project probably will not officially begin until about this time next year.

They have met with the affected utility companies and requested them to comment on any necessary expanded right-of-ways needed to maintain their infrastructure.

Scott reported that staff put together some preliminary cost estimates for utility relocations based on three different options:

- 1) Necessary relocations by maintaining existing overhead lines - \$60,000
- 2) Necessary relocations by under grounding all overhead lines - \$295,300
- 3) Necessary relocations by under grounding all overhead lines at a later date - \$400,000

Staff is recommending option #1.

After a brief discussion, Council Member Noyes stated he is in favor of option #1.

Council Member Roppe stated she would like to accept the staff recommendation of option #1.

Council Members Ilk and Gillespie also were in agreement with option #1.

Council Member Uffelman asked what it would cost to lay conduct and then moved the utilities later?

Scott estimated it would cost about an additional \$80,000.

Council was in agreement to go with the staff recommendation of option #1.

There being no further business to come before the Council at this time, the meeting was adjourned at 8:05 PM.

Mike K. Wendel, Mayor

Robb Corbett, City Manager
Recorder