



City of Prineville

387 NE THIRD STREET ♦ PRINEVILLE, OREGON 97754

REGULAR MEETING BRIEF

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City Council Meeting Brief March 13, 2018

Council Members Present:

Betty Roppe
Gail Merritt
Teresa Rodriguez

Jeff Papke
Jason Beebe
Steve Uffelman

Council Members Absent

Dean Noyes

Additions to the Agenda

None.

Consent Agenda

- A. Regular Meeting Brief 2-27-18
- B. Special Meeting Brief 3-2-18

Councilor Merritt made a motion to approve the Consent Agenda as presented. Motion seconded. No discussion on motion. Motion carried.

Visitors, Appearances and Requests:

A. COCC Update – Master Plan – Matt McCoy

Matt McCoy, Vice-President for Administration and Laura Craska-Cooper, COCC Board Member handed out materials and went through a power point presentation that explained the master plan update process they are going through. The power point highlighted information such as the guiding principles used; educational focus and goals; map of proposed future expansion and next steps.

B. Public Appearances

Kim Juniken – a Prineville resident stated she and her dog enjoys the Barnes Butte property and proposes having the owner being responsible for their dog by voice command. Ms. Juniken referred to the Sunriver ordinance that does that and it puts responsibility onto the owners to control their dog.

No one else came forward.

Council Business

A. Heart of Oregon Request – Youth Build

Councilor Papke provided information from the Community Fund Committee meeting stating that they reviewed the request. Councilor Papke explained that the city does not waive SDC fees and has found a way to help offset the cost with the council community fund; reviewed contributions made so far; and this request is not an unforeseen expense; and recommends not to approve their request at this time and go through the application process that Council approved for community fund requests.

Council agreed with the recommendation.

B. Water Master Plan Update – Eric Klann / Phil Stenbeck

Eric Klann, Public Works Director explained that this will be coming back as ordinance for two presentations to adopt. The public hearing was held at the February 27th meeting and no comments were received.

C. Adoption of Council Policies – Steve Forrester

Councilor Papke provided the background information for the Council Policies before them. Councilor Papke explained that the Governance Committee was established to review policies for council; the Governance Policy Committee met several times over the last year reviewing and removing things that were redundant or were covered in other policies / laws; the committee waited until after the Stingray Communications workshop on social media best practices to incorporate that into council policy and that was the only thing added from the old policies.

Discussions continued regarding Council-Manager relationship; adding Item “N” under Council Duties and Expectations – to turn off cell phones during the meeting because they could be a distraction and agreeing that having cell phones silenced and put away will work; official city social media pages; when it is appropriate to share a city post; distributing City of Prineville Policy 515 from the employee handbook to council; and re-wording Item “E” under the Social Media section of the policies.

Council agreed to bring the policy back to the next meeting for adoption.

D. Splash Park Building – Wayne Looney

Mr. Klann explained that the city asked Mr. Looney to come back to provide some specific dollar amount information regarding their request.

Mr. Looney referred to the shade models crafted by Lance Romine for the splash park; his conversations with Joe Floyd & Sons regarding the concrete mechanical and restroom building quote of \$55,000; the splash pad being turned over to Parks and Recreation when completed for maintaining; need to get the Anderson Pool contract to City Council for authorization for city leadership to sign since it is city owned property; Rosendin Electric wanting to donate the electrical; and Wendel’s Landscaping wanting to donate the landscaping.

Mr. Klann recommended that if council approves, it should be up to a certain amount since the bathroom quote is just for the shell of the building and not everything it will need installed. This building is the core of the project.

Discussions continued regarding: why it was not combined with the swimming pool efforts; this project being seen as a renovation of this area of town; this being a great project to support; sharpening pencils for a detailed figure to consider; bringing a Memorandum of Understanding (MOU) to the next meeting regarding the Anderson Pool contract; and funds would not be available until July 1, 2018.

E. Intent to Award 2018 Crack Sealing Project – Scott Smith

Scott Smith, Street Supervisor presented the staff report going over project details and timeline.

There were no questions.

Councilor Beebe made a motion to approve the Intent to Award the 2018 Crack Sealing Project to Tri-County Paving in the amount of \$46,590.00. Motion seconded.

F. Budget Committee Appointment – Councilor Uffelman

Councilor Uffelman explained that the Finance Committee which Councilor Merrit and Councilor Noyes also serves on, had met and reviewed the applications and recommends to appoint Martin Bailey, Casey Daley, Henry Hartley and Greg Munn.

Council Uffelman presented a committee report from the Finance Committee which had reviewed the budget committee applications, and moved the committee’s recommendation that Martin Bailey, Casey Daley, Henry Hartley and Greg Munn be appointed to the Budget Committee. No discussion. All in favor, motion carried.

Staff Reports and Requests:

A. Manager’s Report – Steve Forrester

Mr. Forrester reported: the budget process is still going; Liz Schuette, Finance Director and Lori Hooper, Accounting Manager are at the GFOA conference this week; we will be providing a budget overview at What's Brewing; I attended the Deschutes River Conservancy (DRC) board retreat; ODOT asked me to participate in the selection of the Region IV manager; please coordinate a new council meeting date for April 10th; it is Chief Dale Cummins birthday this Friday and the police department Facebook page hit 12,000 followers; and Councilor Uffelman will be serving on the League of Oregon Cities (LOC) General Governance Policy Committee and Transportation Committee.

Mr. Klann came up and talked about the reverse 911 alert system for a recent water repair in Ochoco Heights and how well that worked. Mr. Klann thanked Scott Smith, James Wilson and Honk McBeth for making this a smooth process and many compliments were received.

Mr. Forrester talked about the compliments the city staff received from Jade Mayer of Brooks Resources on how easy it is to work with the city team.

Mayor Roppe talked about the candidate running against Mike McLane coming in to see her, who said she had heard a lot of good things about Prineville.

B. Committee Reports

None.

Ordinances:

A. Ordinance No. 1235 – Vacating a Portion of SW Connect Way and SW Social Loop (SECOND PRESENTATION) – Josh Smith

Jered Reid, City Attorney provided clarification for the effective date.

Councilor Papke made a motion to approve the second presentation of Ordinance No. 1235. Motion seconded. No discussion on motion. All in favor, motion carried.

Resolutions:

A. Resolution No. 1341 – Crook County Fairgrounds Sign Intergovernmental Agreement (IGA) – Amendment No. 1

James Wilson, Public Safety IT Manager provided the background information stating that the amendment is to cover the second electronic sign by the fairgrounds.

Councilor Uffelman made a motion to approve Resolution No. 1341. Motion seconded. No discussion on motion. All in favor, motion carried.

Visitors Appearances and Requests:

No one came forward.

Meeting adjourned at 8:24 P.M.

Motions and Outcomes:

Motion:	Outcome	Uffelman	Rodriguez	Beebe	Merritt	Noyes	Roppe	Papke
Consent Agenda as Presented	PASSED	Y	Y	Y	Y	-	Y	Y
Intent to Award the 2018 Crack Sealing Project to Tri-County Paving in the amount of \$46,590.00	PASSED	Y	Y	Y	Y	-	Y	Y
Presented a committee report from the Finance Committee which had reviewed the budget committee applications, and moved the committee’s recommendation that Martin Bailey, Casey Daley, Henry Hartley and Greg Munn be appointed to the Budget Committee	PASSED	Y	Y	Y	Y	-	Y	Y
Ordinance No. 1235 – Vacating a Portion of SW Connect Way and SW Social Loop (SECOND PRESENTATION)	PASSED	Y	Y	Y	Y	-	Y	Y
Resolution No. 1341 – Crook County Fairgrounds Sign Intergovernmental Agreement (IGA) – Amendment No. 1	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