



**CITY OF PRINEVILLE**  
**Regular Meeting Brief**  
387 NE Third Street – Prineville, OR 97754  
541.447.5627 ph 541-447-5628 fax

---

---

Full Meeting Recordings Available at:  
<http://cityofprineville.com/meetings/>

City Council Meeting Brief  
August 13, 2024

**Council Members Present:**

Gail Merritt  
Shane Howard  
Jason Beebe

Steve Uffelman  
Scott Smith  
Janet Hutchison

**Council Members Absent**

Marv Sumner

**Additions to the Agenda**

Move Item 2 – Republic Presentation to just before Resolution No. 1602 Consideration.

**Consent Agenda**

1. Regular Meeting Brief 7-23-2024

**Councilor Uffelman made a motion to approve consent agenda as presented. Motion seconded. No discussion on motion. All in favor, motion carried.**

**Visitors, Appearances and Requests**

No one came forward.

**Council Presentations**

2. Republic Presentation – Courtney Voss

Moved to before Item 6 – Resolution No. 1602.

**Council Business**

3. Intent to Extend Water & Water Rights Consulting Contract for FY 2024-2025 to GSI – Casey Kaiser

Casey Kaiser, Assistant City Manager/Public Works Director presented the staff report highlighting the scope of work that is performed by GSI, noting that the budget will remain the same.

**Councilor Uffelman made a motion to approve the Consulting Contract with GSI. Motion seconded. No discussion on motion. All in favor, motion carried.**

### **Staff Reports and Requests:**

#### **4. City Manager's Report– Steve Forrester**

Steve Forrester, City Manager went through his report that highlights recent activity for each department and invited Caroline Ervin, Director of Strategy & Economic Development up to provide an update.

Mrs. Ervin said she has some very positive information to share. The city has additional congressional funding coming, making this the third round we will receive.

Mrs. Ervin is also working on another grant under the carbon reduction act. If successful, the city will receive three electric trucks which will have one going to the Railroad, one to Information Technology and one to PD.

### **Committee Reports**

Councilor Merritt provided a fair update and thanked Mike Kasberger and Casey Kaiser for working so hard.

Officer Vollmer, Officer Bottoms and Samantha Raymond were also at the fair with their Shop With a Cop booth and thanked them for being there.

There were 331 animals sold and it brought in over a million dollars in sales.

There were no other reports.

### **Ordinances:**

#### **5. Ordinance No. 1295 – Establishing the need for an Urban Renewal Agency and Electing a Method for Exercising the Powers of the Urban Renewal Agency (FIRST & FINAL PRESENTATION) – Josh Smith**

Josh Smith, Planning Director presented the staff report and went through a power point presentation that highlighted the next steps in this process.

Mr. Smith explained that this is simply initiating an Urban Renewal Agency (URA). If passed, the next step will be going to all the taxing districts.

Mr. Smith continued illustrating the URA boundary, broad project categories, and the plan and report.

Mr. Smith covered maximum indebtedness and estimate of revenue for the URA, and estimates of how this would affect each district financially, with the school district being exempt.

Discussions continued regarding how amendments could still be made, things that could be done without going through entire process again and examples of what amendments would require going through the process again, with hopes of this going into effect in 2025.

Mayor Beebe asked if this is the same process that the city of Redmond had to go through. Mr. Smith explained that every city has to go through this process adding that this all started about 13 years ago with the formation of the Prineville Downtown Association (PDA). The PDA actually went through the process to bring a suggestion to Council to start an URA.

There were no further questions.

**Councilor Howard made a motion to approve Ordinance No. 1295 for its first and final presentation. Motion seconded. No discussion on motion. All in favor, motion carried.**

**Resolutions:**

**6. Resolution No. 1602 – Approving a Rate Increase for Solid Waste Franchise Services – Steve Forrester**

**Republic Presentation – Courtney Voss**

Courtney Voss, Central Oregon Municipal Manager came forward and introduced the other Republic local staff, including Jim Hutchison from Washington who is the NW Director.

Ms. Voss apologized for not being able to make it to the Council meeting when the rate increase was considered in June due to a wildfire and it was all hands on deck to evacuate the LaPine Republic yard.

Ms. Voss explained that these are all people that work here and live here in Prineville.

Erica Lindbert, General Manager and Ms. Voss went through a power point presentation that covered service improvements and statistical data explaining that they have already seen an improvement since bringing Tim Long on board as the new Prineville/Crook County Operations Manager who has over 20 years of solid waste experience.

There were discussions regarding the impact on the route if a driver calls in sick and what that equates to for number of missed pick-ups. For residential that could mean about 500 delayed pick-ups and 200 for commercial. Extra drivers have now been hired to cover routes in the event of someone being sick.

The presentation continued with 2023 actual financial results and pointed out some of the more significant increases in expenses.

There were discussions regarding bad debt and the point when they go into collections after 90 days for non-payment and interrupted service.

Republic then went into talking about the 2024 forecast and having to maintain a target rate of return between 9-12% to remain a healthy service.

Councilor Hutchison added that since it is forecasted it could be different.

Ms. Voss explained that they are already into the year and have pretty good information to do a relatively accurate forecast on the numbers as well as having highly skilled people.

Discussions continued regarding the rate increase to be effective October 1, 2024 and they were hoping for a September 1<sup>st</sup> effective date which will reduce the forecasted revenue as well as the profit margin.

Republic continued the presentation going into labor and market adjustments based on the CIP WST.

There were discussions regarding dumping fees from last year to this year, depreciation, fleet and “scrapped” vehicles going to a company that evaluates the equipment and removes parts that can still be used which get sent back out.

Fuel and miscellaneous categories were discussed. If the city should be looking at a 8% rate increase like the county, how the city and county operate separately with two different sets of needs, two different kinds of rate structures and the operational models being completely different between city and county.

There were no further discussions.

Councilor Uffelman added that Republic’s response to the city’s requests for service level improvements has been remarkable.

**Councilor Uffelman made a motion to approve Resolution No. 1602. Motion seconded. No discussion on motion. Motion carried.**

**Visitors, Appearances and Requests:**

Colin Teem, DEQ Regional Specialist Materials Management – Eastern Region came forward and introduced himself stating that he is our region’s new representative and is looking forward to working with us.

No one else came forward.

**Adjourn**

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

Meeting adjourned at 7:18 P.M.

**Motions and Outcomes:**

Motion:	Outcome	Beebe	Howard	Hutchison	Merritt	Smith	Sumner	Uffelmann
Consent Agenda as Presented	PASSED	Y	Y	Y	Y	Y	-	Y
Intent to Extend Water & Water Rights Consulting Contract for FY 2024-2025 to GSI	PASSED	Y	Y	Y	Y	Y	-	Y
Ordinance No. 1295 – Establishing the need for an Urban Renewal Agency and Electing a Method for Exercising the Powers of the Urban Renewal Agency ( <b>FIRST &amp; FINAL PRESENTATION</b> )	PASSED	Y	Y	Y	Y	Y	-	Y
Resolution No. 1602 – Approving a Rate Increase for Solid Waste Franchise Services	PASSED	Y	N	N	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> .