



**Location:** City Hall – Council Chambers  
**Date:** August 25, 2020  
**Time:** 6:30 PM

## City Council Meeting Agenda

Mayor Steve Uffelman, Council Members Jason Beebe, Janet Hutchison,

Patricia Jungmann, Gail Merritt, Jeff Papke, Teresa Rumble and City Manager Steve Forrester

**This meeting will be open to the public by telephonic communications due to commitment to eliminate the exposure and spread of COVID-19. This meeting can be attended by calling 346-248-7799 Meeting ID 947 5839 2608. Please visit our website for additional meeting information.**

### Call to Order

### Flag Salute

### Additions to Agenda

### Consent Agenda

- [1.](#) Regular Meeting Brief 8-11-2020
- [2.](#) Liquor License Annual Renewals
- [3.](#) ODOT Final Approval to Move Forward with Methodology

### Visitors, Appearances and Requests

4. Crook County Health Department COVID Update - Vicky Ryan

### Council Business

5. Establishment of JEDI Advisory Committee - Steve Forrester / Jered Reid
- [6.](#) Intent to Award Meadow Lakes Irrigation System Renovation

### Staff Reports and Requests

7. City Manager's Report - Steve Forrester
- [8.](#) Quarterly Financial Report - Liz Schuette / Lori Hooper

### Committee Reports

### Ordinances

### Resolutions

- [9.](#) Resolution No 1455 - Authorization to Efficiently Minimize or Mitigate the Effects of COVID - Jered Reid



[10.](#) Resolution No 1456 - Budget Appropriation Adjustments to the BN 2020-21 - Liz Schuette

**Visitors, Appearances and Requests**

**Adjourn**

*Agenda items maybe added or removed as necessary after publication deadline*



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

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

**City Council Meeting Brief**  
**August 11<sup>th</sup>, 2020**

**Council Members Present:**

Steve Uffelman  
Jeff Papke  
Teresa Rumble

Patricia Jungmann  
Jason Beebe  
Gail Merritt

**Council Members Absent**

Janet Hutchison

**Additions to the Agenda**

None.

**Consent Agenda**

1. Regular Meeting Brief 7-28-2020
2. Liquor License Annual Renewals

**Councilor Jungmann made a motion to approve the Consent Agenda as presented. Motion seconded. No discussion on motion. All in favor, motion carried.**

**Visitors, Appearances and Requests:**

**Public Appearances**

None.

**Council Business**

None.

**Staff Reports and Requests:**

3. Manager's Report

Steve Forrester, City Manager reported: the Railroad had a Federal track inspection and passed all inspections; the railroad in Madras was shut down for track repairs, which increased railroad traffic in Prineville; the railroad has had a very busy month a could have a record breaking August; Public Works was successful in getting a \$3 million dollar grant for the ASR project; we have officially scheduled training on September 16<sup>th</sup> for additional JEDI training and a public input process in being worked on as well as a steering committee for future training. We expect to have to council soon to review the proposal.

Mr. Forrester continued report stating that the grinding and paving project was completed last Friday and because of our strong relationship with the Crook County Road Department, the city and county were able to partner on the shoulder rock in the North Ridge subdivision and the city performed street sweeping for the county.

Mayor Uffelman thanked Eric Klann, City Engineer and Scott Smith, Street Superintendent for their work and to Matt Weiderholt, Railroad Manager for stepping up to help Brightwood.

There were no questions.

**Committee Reports**

None.

No issues or comments at this time.

**Ordinances:**

**Ordinance No. 1261 – Adopting Changes to Prineville Code Sections 50.22 (SECOND PRESENTATION) – Jered Reid**

Jered Reid, City Attorney provided a summary and stated that nothing has changed since the first presentation.

There were no questions.

**Councilor Beebe made motion to approve Ordinance No. 1261 for the second presentation. Motion seconded. No discussion on motion. All in favor motion carried.**

**Resolutions:**

None.

**Visitors Appearances and Requests:**

Mayor Uffelman stated that all comments submitted as required were posted to the city website.

**Adjourn**

**Councilor Rumble made a motion to adjourn the meeting. Motion seconded.  
Motion suspended to allow William Marks to appear under visitors.**

**All in favor, motion carried.**

Meeting adjourned at 6:44 P.M.

**Motions and Outcomes:**

Motion:	Outcome	Beebe	Hutchison	Jungmann	Merritt	Papke	Rumble	Uffelman
Consent Agenda as Presented	PASSED	Y	-	Y	Y	Y	Y	Y
Ordinance No. 1261 – Adopting Changes to Prineville Code Sections 50.22 ( <b>SECOND PRESENTATION</b> )	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 documents referred to in this session are available at the City’s website. [www.cityofprineville.com](http://www.cityofprineville.com). An electronic copy of the meeting packet is available for download at [www.cityofprineville.com/packets](http://www.cityofprineville.com/packets). A full recording of this meeting is available at [www.cityofprineville.com/meetings](http://www.cityofprineville.com/meetings)

## **Liquor License Renewals**

August 25, 2020

7-Eleven

Ericksons Thriftway

Prineville Liquor & Tobacco

Panda Restaurant

Rite Aid

Mi Tiendita Restaurant

American Legion Post #29

Lucky 7

Towne Pump & Pantry



## ***Draft Access Management Methodology*** **US 26: Meadow Lakes Avenue - Combs Flat Road (Prineville) Project**

### **Access Management Project Limits:**

**US 26/3<sup>rd</sup> Street: NW 2<sup>nd</sup> Street to SE Combs Flat Road  
(Ochoco Hwy 041 MP 18.057 to 19.750)**

**OR380/Combs Flat Rd: SE Hylton Lane to SE Lincoln Road  
(Paulina Hwy 380 MP 0.48 – 0.70)**

### **Project Description/Background**

Highway 26 classified as a Statewide Highway in the 1999 Oregon Highway Plan and a critical part of the state's transportation system as an important east-west corridor between Oregon and Idaho. Within the city of Prineville, the highway – also referred to as 3<sup>rd</sup> Street - is a Principal Arterial and serves as the main corridor through the city's core business district.

Highway OR380 (Paulina Hwy) is classified as a District Highway in the 1999 Oregon Highway Plan. Highway OR380 serves as a connection between Prineville and the community of Paulina. The highway continues east of Paulina as a county road.. The portion of the highway within the City of Prineville is also known as Combs Flat Road. Combs Flat Rd/Hwy OR380 provides the main connection from Prineville to SE Juniper Canyon Rd, which is the primary access to the Juniper Canyon community and Prineville Reservoir. The Combs Flat Rd segment of Hwy OR380 is classified in the City of Prineville's Transportation System Plan (TSP) as a Principal Arterial.

The Oregon Department of Transportation (ODOT) and the City of Prineville are partnering on improvements in the US26/3<sup>rd</sup> St corridor and on OR380/Combs Flat Rd to replace an aging infrastructure, improve safety, and mobility. These improvements include updated urban roadway design, upgraded traffic management, improved infrastructure and facilities for people walking and biking, and functional and aesthetic streetscape improvements. The current project limits are on Hwy US26 from Meadow Lakes Ave at the west to Combs Flat Rd intersection at the east, and on Hwy OR380 from Hylton Lane south to Lincoln Rd.

Specifically, the project has several key objectives, including:



- Replace aging span wire supported traffic control signals with new traffic signals including mast arms, poles, lights, controllers, and detection devices.
- Upgrade all ADA curb ramps and pedestrian activated signals to current ODOT requirements.
- Remove barriers to make the corridor easier and safer to use for bicyclists, pedestrians, and people with disabilities.
- Improve safety at the signalized intersections and at the un-signalized intersection of US26 at NW Maple Ave by replacing and upgrading signs and other systemic safety improvements.
- Improve stormwater management.
- Reinforce an accessible and friendly downtown business district by identifying and implementing streetscape improvements in City’s downtown business core and Old Town District, as described in the City’s “Third Street Redevelopment Plan” dated December 2017.
- Implement short-term safety improvements for motorists and pedestrians at the intersection of Hwy380/Combs Flat Rd with Lynn Blvd, and identify longer-term safety construction improvements.

This project has three (3) distinct corridors. Although the Access Management Methodology and criteria the project team has used to develop the methodology is the same for all the corridors, each corridor has its own project priorities and construction timing and phasing. These corridors are:

**1) The “Y” Interchange Corridor**, beginning at NW 3rd St/NW 2nd St intersection (west edge of the “Y” interchange) to SW Meadow Lakes Ave. This portion of the US26/3<sup>rd</sup> St corridor, is outside of the current project’s current construction limits but is included in the overall Access Management Strategy for the project through a Preliminary Engineering (PE) phase. The “Y” Interchange Corridor is part of a larger transportation evaluation of possible alternatives to the existing interchange of OR126, US26, and 3<sup>rd</sup> Street. Much of the “Y” Interchange Corridor is open frontage. ODOT and City staff will work together on identifying and defining approaches to the highway, for potential future phases of construction. Any decisions to construct, modify, or close an access will be recorded only.

**2) The Urban Downtown Corridor**, beginning at SW Meadow Lakes Ave to Combs Flat Rd. In this urban corridor, which includes the City’s Downtown Core Area and Prineville’s Old Town District, the evaluation will include a consideration of how to address any potential or proposed changes to a property’s existing access to the State highway. The project will provide upgrades to urban infrastructure including upgrading and replacing traffic signals, upgrading signs, constructing sidewalks, building ADA curb ramps, stormwater management, and installing ITS improvements.

**3) The Combs Flat Road/Lynn Blvd Intersection Corridor**, beginning at the intersection of Hwy 380/Combs Flat Rd with Hylton Lane, extending south to the intersection of Lincoln Road. The evaluation will consider improvements to this corridor that enhance the safety of pedestrians crossing at the intersection by reducing conflicts.

The following access management methodology applies to the project limits as defined above and follows ODOT’s Access Management in Project Delivery Rules (OAR 734-051-5120).

## Access Management

The Oregon Department of Transportation (ODOT) has the responsibility of providing the traveling public with a safe and efficient transportation facility, and therefore is expected to manage highways in the best interest of

the public for the protection of the highway and the traveling public. Access management is balancing access to developed land while ensuring movement of traffic in a safe and efficient manner.

## **Access Management Decision Context and Criteria**

The Access Management Methodology is comprised of the criteria used for evaluating highway approaches (private driveways and public streets) for no changes, potential modification, relocation or closure.

The specific access management methodology for the Project area will be developed as follows:

### **Overall Corridor Access Management Context - Goals and Objectives**

- Replace aging signal infrastructure with modern traffic control devices that can operate more efficiently and are designed with integrated intermodal operability.
- Improve safety throughout the corridor for the traveling public, including motor vehicles, pedestrians and bicyclists, by reducing the frequency and severity of crashes.
- Balance the economic development objectives of properties abutting the highway with the transportation safety, access management objectives, and mobility of the State highway, in a manner consistent with state and local transportation system plans and the applicable land uses permitted in the local comprehensive plan.

### **Specific Access Management Criteria for the Project**

To fulfill the access management goals and objectives of the project, the Project Team (made up of City and ODOT staff) has developed the following decision criteria to determine whether changes are needed to highway approaches (private driveways and public streets) in collaboration with adjacent property owners and other stakeholders.

#### **Sidewalk**

- Provide continuous sidewalks along the corridor complete with upgraded, ADA accessible pedestrian ramps and improve bicycle/pedestrian safe access on US 26 and OR380 (e.g., modify driveways to address conflict points, and construct new driveway approaches within the new sidewalk sections where there is currently open frontage, etc.).
- Modify the location of and/or consolidate driveways as necessary to allow the installation of ADA compliant pedestrian curb ramps and any curb extensions or bulb-outs.

#### **Safety**

- Evaluate the frequency, severity and location of all crashes, with an emphasis on pedestrian and bicycle crashes.
- Evaluate driveways for adequate sight distance, as well as safe entrance, exit, and circulation.
- Define the width of undefined driveways (approaches) within open frontage using guidance from the Oregon Highway Design Manual to a width that will serve the planned use of the property.
- In general, evaluate the safety impacts and benefits of any proposed changes in access/connections for all users relative to the function of US26 or OR380.

## Economic Objectives of the Property Owners

- Consider the type of existing business: e.g., destination-oriented business vs. businesses that rely on pass-by traffic.
- Consider the number of trips generated by the business, including the number of vehicles turning left in to or out of the property.
- Consider the location of the access reservations and permits and design the approaches to adequately serve the volume and type of traffic reasonably anticipated to enter and exit the property, based on the uses for the property. Place priority on preserving access as it exists today if it serves the remainder property use.
- Ensure the safety of the driveway(s) [approach (es)] to the property entering and exiting the highway.
- Consider existing driveways and the reasonable ability to take advantage of alternate access.
- Consider site circulation and parking affected by potential driveway consolidation opportunities, only in response to other access management goals, objectives, and methodology points, as associated with specific driveways, and/or based on documented agreements with affected property owners.

## Access Management Rights/Existing Conditions

- Determine locations where ODOT has acquired the access rights of properties abutting the highway.
- Determine status and ensure that existing driveways are consistent with the properties' access rights.
- Consider the width of driveways shown in deeded access rights as part of the decision-making for driveway approach designs.

## Corridor Context and Mobility/Safety

- Evaluate the Access Management goals and objectives and the other above Methodology points against the function of US 26 as a Statewide Highway and Reduction Review Route, which emphasizes the important service it provides for freight mobility, regional tourism, regional commuting, and safety. Note: A Reduction Review Route is any designated State highway that requires review and approval from the freight industry if there is any proposed change in width or height capacity of the highway (e.g. the “hole in the air”).
- Evaluate the Access Management goals and objectives and other above Methodology points against the function of OR380 as a District Highway, with emphasis on the local connections and multi-modal facilities. Specifically, pedestrian safety related to existing and planned crossings, and the completion of the multi-use path on the east side of the roadway and from SE Hylton Ln. to SE Lynn Blvd.
- Evaluate the Access Management goals and objectives and the other above Methodology points with respect to travel safety in general, and to the congested conditions such as during peak hours.
- Evaluate the Access Management goals and objectives and the other above Methodology points with respect to local land use plans (e.g., commercial and residential zoning).

## **Access Management Decision Making Process**

In collaboration with affected property owners (and their lessees, according to expectations of the applicable property owner), City and ODOT staff will apply and analyze information they gather against all of the above criteria points (e.g., traffic, economics, benefit-cost, identified “fatal flaws,” decision matrices, etc.) to make recommendations on the locations and design of private approaches to the highway.

In this decision-making process, City and ODOT will focus on balancing the economic development objectives of the affected properties owners with the safety and operational expectations for US26 and OR380 as state

highways, consistent with the City's transportation system plan and the land uses permitted in the City's comprehensive plan. Safety concerns and issues will be documented by a Professional Traffic Engineer.

Access Management decisions will be made by the ODOT Region 4 Manager with support by the City of Prineville and its community.

City and ODOT staff will also provide a Public Involvement process for highway users, real property owners, property lessees, and business operators affected by the project, which will assist with establishing and finalizing this Methodology (by which private connections will be considered for modification, relocation, or closure) and ultimately for Access Management recommendations to be made. For more on-line information about this project please go to:

<https://www.oregon.gov/odot/projects/pages/>



# STAFF REPORT

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**MEETING DATE:** 8/25/2020      **PREPARED BY:** Zach Lampert  
**SECTION:** Council Business      **DEPARTMENT:** Meadow Lakes / Wastewater  
**CITY GOAL:** Quality Municipal Services & Programs  
**SUBJECT:** Intent to Award Meadow Lakes Irrigation System Renovation

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## REASON FOR CONSIDERATION:

The renovation of the Meadow Lakes Golf Course Irrigation system.

## BACKGROUND:

As the Meadow Lakes Irrigation system has aged beyond 25 years it is experiencing more frequent breakdowns, components becoming obsolete and finding replacement parts is becoming more difficult.

The American Society of Golf Course Architects published guidelines regarding the expected life span of various irrigation system components. The guidelines are a general estimate of how long each item should last under normal circumstances. Areas of the country with a 12-month irrigation season can expect accelerated wear compared to golf courses in seasonal climates like ours where irrigation systems are only used for 7-8 months. Although golf courses in colder climates may only use an irrigation system for seven to eight months, freeze/thaw cycles and winterization processes can weaken pipes and fittings, thus reducing the expected life span of those components.

### Expected Life Cycle of Irrigation System Components\*

<u>Item</u>	<u>Years</u>
Irrigation system	10 – 30 years
Irrigation control system	10 – 15 years
PVC pipe (under pressure)	10 – 30 years

\*Adapted from *Golf Course Items Expected Life Cycle*. American Society of Golf Course Architects

The City of Prineville received proposals August 6, 2020 for the Meadow Lakes Irrigation System Renovation consisting of preserving existing mainline, removal and replacement of isolation valves, installation of new lateral piping, sprinklers and control system on approximately 132 acres of maintained turf grass.

The project was broken down into a base bid, with 8 alternative add-ons. Those 8 alternatives were:

1. Removal of existing field satellites and ground repair
2. Removal of existing sprinklers and ground repair
3. Replacement of Mainline Isolation Valves
4. Potable Irrigation system (the clubhouse side of the river)
5. Driving Range Irrigation System
6. Pump Station VFD
7. Weather Station
8. HDPE Laterals instead of PVC

<b>Bidder</b>	<b>Lexicon, Inc. DBA Heritage Links of Houston, TX</b>	<b>Landscapes Unlimited of Lincoln, NE</b>	<b>Milroy Golf Systems of Newberg, OR</b>
Base Bid	1,167,164.00	1,729,400.00	1,395,000.00
Add Alternate #1	2,500.00	9,400.00	13,175.00
Add Alternate #2	14,500.00	49,400.00	85,610.00
Add Alternate #3	72,500.00	99,400.00	95,900.00
Add Alternate #4	140,725.00	159,400.00	136,920.00
Add Alternate #5	99,150.00	134,900.00	112,144.00
Add Alternate #6	24,000.00	21,400.00	30,000.00
Add Alternate #7	15,250.00	19,900.00	17,500.00
Add Alternate #8	0.00	(5,000.00)	100,000.00
<b>TOTAL</b>	<b>1,535,789.00</b>	<b>2,218,200.00</b>	<b>1,986,249.00</b>

The Engineers Estimate was \$1,864,329.94

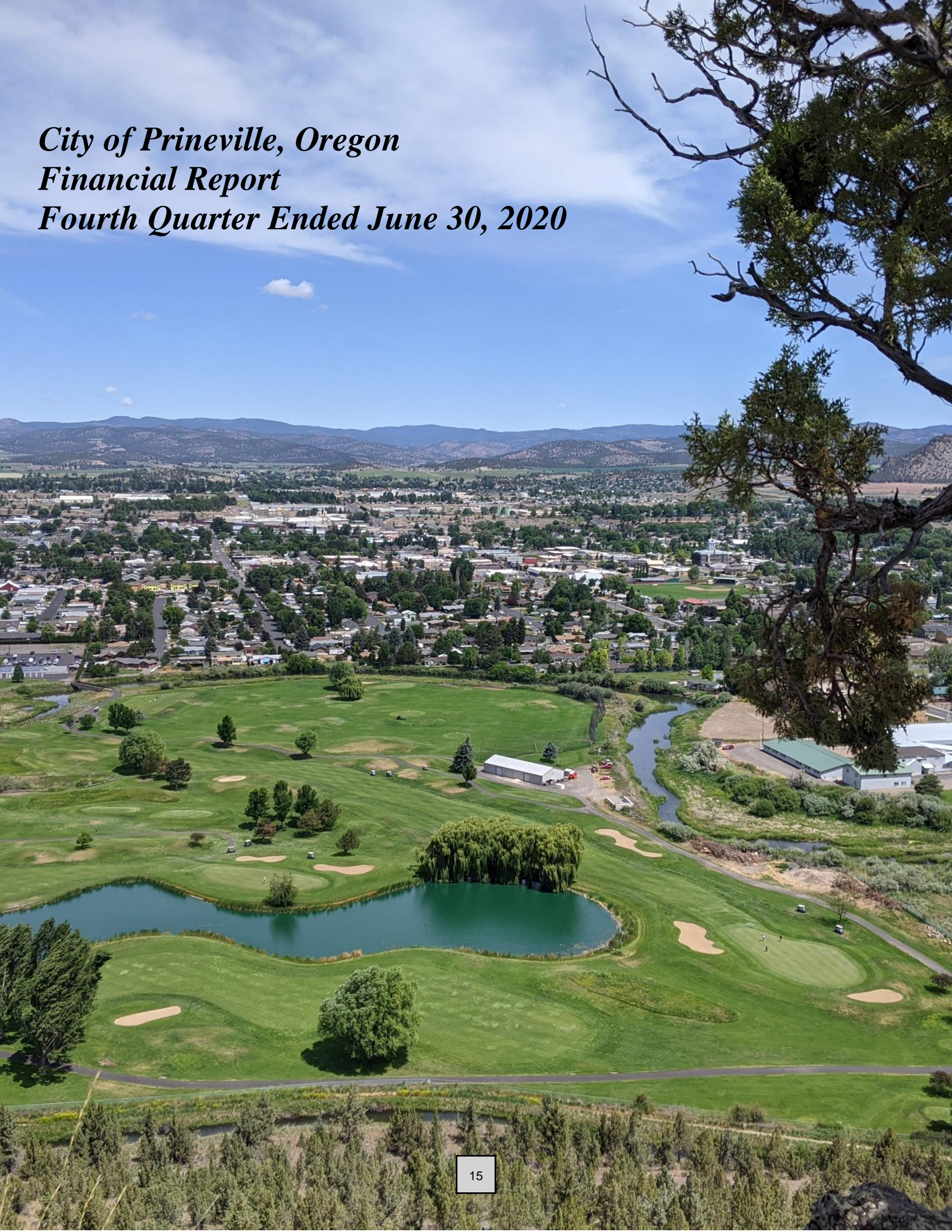
**FISCAL IMPACT:**

\$750,000.00 was transferred to the Golf Course fund from the Wastewater fund in BN20-21 for the Irrigation Renovation Project. The balance of \$785,789 may include the use of reserves from the wastewater fund which would require a budget adjustment or a potential loan which would require a resolution.

**RECOMMENDATION:**

After reviewing the bid documents and bid bonds, staff recommends Council approve the Intent to Award Meadow Lakes Irrigation System Renovation to Lexicon, Inc. DBA Heritage Links with all alternates in the amount of **\$1,535,789.00**

*City of Prineville, Oregon  
Financial Report  
Fourth Quarter Ended June 30, 2020*



**Executive Summary**

The City of Prineville has moved to a biennial budget resulting in some changes being made to the presentation of the quarterly financial report. The report includes a city-wide summary of beginning fund balances, current period resources and expenditures, and the ending fund balances for all funds. Included in the fund summaries, starting on page six, are comparisons of actual to budgeted amounts, and narrative explaining results and highlights for the quarter. The biennial budget comparison to actual is highlighted in blue in each of the funds. Annual budget estimates reflect the fiscal year 2020 numbers utilized in the preparation of the City’s 2020-21 biennial budget with budget adjustments during the fiscal year and the quarter budget estimates have been allocated proportionally of the fiscal year budget (25 percent). The financial information presented is unaudited.

Quarter budget estimates allocated at 25 percent of the fiscal year budget compared to actual			Fiscal year 2020 numbers utilized in the preparation of the 2020-21 biennial budget compared to actual				Biennial budget comparison to actual		
↓			↓				↓		
Current Quarter			Year to Date						
Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance	Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance

Through the fourth quarter ending June 30, 2020, the City’s financial condition decreased by approximately \$829,700 or -4 percent. Audit adjustments are still in the process of being made at the time of this presentation but changes are anticipated to be immaterial. Funds with a significant negative impact to fund balance include Transportation, Planning, Transportation SDC, Wastewater SDC, Airport, Water, Wastewater, Administration and the Plaza Fund. Funds with significant increases in fund balance include the Emergency Dispatch, Water SDC, PERS/POB, Golf Course and the Building Facilities Fund. Budgeted capital improvements are the largest contributor to the decrease in the City’s financial condition.

Through the fourth quarter, General Fund revenues came in at roughly 103 percent of the annual budget or \$6.78 million. Property tax revenue is at \$2.29 million which is up compared to the prior year by approximately \$100,900. Transient lodging taxes are down in comparison to the prior year quarter end by roughly \$106,600 and are expected to continue on this downward trend with the restrictions that have been put out by the Governor due to the COVID-19 pandemic. Franchise fees are at roughly 105 percent of the annual budget with collection increasing approximately \$269,700 over the prior year. Electrical franchise fees continue to be on the rise due to the continued build out of the data centers and are up over the prior year at quarter end roughly \$249,100. During the fourth quarter Facebook started construction of their ninth building. Overall, the General Fund realized an increase in fund balance of roughly 9 percent or approximately \$191,600 through the fourth quarter.

The Transportation’s fund balance decreased roughly \$168,300 or -43 percent through the fourth quarter. This was anticipated with the budgeted capital projects for FY 20. Fourth quarter state gas tax collection came in at roughly \$160,000 and is slightly down over the prior year with the Governor’s stay at home order put in place during the third quarter due to the COVID19



June 30, 2020

pandemic. Capital improvements during the fourth quarter are largely associated with the 2<sup>nd</sup> Street storm water project, the 4<sup>th</sup> street parking lot project and the ODOT transit grant.

In Emergency Dispatch, fund balance increased roughly 46 percent through the fourth quarter. Dispatch continues to be short staffed resulting in savings in personnel services. Personnel services are at 86 percent of the annual budget with overtime coming in at roughly 211 percent of the annual budget. As of March 31, 2020, there were three open dispatcher positions and two of those positions were filled during the fourth quarter.

For the Planning Department, development continued through the fourth quarter with roughly 20 housing starts paying SDC's. Materials and services are at roughly 103 percent of the annual budget largely due to roughly \$20,600 in expenses paid to Neighbor Impact throughout the year for the woodstove replacement program. These expenses are reimbursed through DEQ. Fund balance decreased roughly -62 percent.

Through the fourth quarter, fund balance decreased in both the Transportation SDC and the Wastewater SDC Funds largely due to capital projects and the semiannual admin fee and reimbursement fee distributions. In the Transportation SDC Fund, expenditures were largely associated with the 10<sup>th</sup> and Main Street project, the roundabout art project, 2<sup>nd</sup> street paving, Combs Flat extension design and tail end invoices for the Elm Street Bridge project. In the Water SDC Fund, the Aquifer Storage and Recovery (ASR) project continued. The ASR project is a method of water storage that uses the natural water storage capabilities of underground aquifers as a cost-effective, scalable and ecologically friendly water storage alternative to traditional storage options, such as above-ground reservoirs and short-term water supply storage tanks. In the Wastewater SDC Fund, capital expenditures are largely associated with the wetland irrigation upgrades and a screen for the wastewater treatment plant. A transfer was done for \$1 million from the Wastewater SDC Fund to the Water SDC Fund to reimburse for the wastewater portion of the ASR project.

At fourth quarter end, the railroad increased its operating revenue over the prior year by roughly 25 percent with significant increases in switching, freight depot and storage. The overall car count is down by approximately 42 cars but the revenue per car average has increased over the prior year at quarter end with the increased haulage diversity. The revenue per railcar average at fourth quarter end is approximately \$454 compared to \$423 the prior year. During the fourth quarter the railroad secured a new piping manufacturing customer who will be leasing a freight depot building and utilizing rail for inbound product to make the piping. Materials and services are at roughly 106 percent of the annual budget or \$293,900 which includes approximately \$30,000 in unanticipated repairs due to lightening damage from the first quarter. Fund balance increase roughly \$24,600 or 2 percent through the fourth quarter.

In the Airport Fund, fund balance decreased approximately \$43,100 or -26 percent largely due to capital projects. Operating revenues are down -31 percent and operating expenses are down -25 percent in comparison to the prior year at quarter end. Fuel sales are down roughly -36 percent. The price of fuel has gone down in comparison to the prior year and competitors in Bend have been keeping their fuel prices in line with the Prineville Airport. Fuel inventory at yearend totaled approximately \$34,800. Capital expenses during the fourth quarter are associated with the

June 30, 2020

finalization of the new fuel system and for helibase offsite improvements. The new U.S. Forest Service building, built at the airport, was set for occupancy during the fourth quarter.

Meadow Lakes Golf shows an increase in fund balance through the fourth quarter of approximately \$820,500 or 166 percent. This is largely due to a \$750,000 transfer from the Wastewater Fund to support the irrigation replacement project that started during the first quarter. Operating revenue for the golf course is up in comparison to the prior year roughly 4 percent and rounds of golf are up approximately 9 percent in comparison to the prior year at quarter end. Golf course and maintenance operating expenditures are up approximately 1 percent and 6 percent respectively over the prior year. Budgeted capital projects were completed as budgeted with the exception of the irrigation project. That project is started and bids are expected to come in during the first quarter of FY 21.

In the Administration and Financial Support Services the fund balance decreased roughly -39 percent. Expenditures are below budget in the City Council and Financial Services departments at fourth quarter end. In the IT Department expenses are up due to services that are being provided to the 911 users which are to be reimbursed. The additional revenue for the installation of 911 equipment and maintenance are expected to offset the expenses and a budget adjustment will be needed before yearend in FY 21.

In Building Facilities the fund balance increased roughly \$996,400 or 32 percent largely due to the City refunding the loan, which included additional dollars, for the new police facility building. A supplemental budget was done during the fourth quarter to budget for the refunding of debt, additional grant dollars awarded for the completion of the senior center and grant dollars that were received for unanticipated costs associated with spraying noxious weeds at Barnes Butte. Fourth quarter capital spending in the Building Facilities Fund were for the adaptation of the new police building, the senior center remodel that is expected to be completed in late summer and the joints park master plan.

A summary is presented in each fund to provide an explanation of financial performance and operating issues. We appreciate comments on how we may be able to improve this report to enhance your understanding of the City's finances.

Sincerely,

Steve Forrester  
City Manager

Liz Schuette,  
Finance Director

Lori Hooper,  
Accounting Manager

June 30, 2020

*All City Funds*

Fund	Budgeted	Actual Audited	Current	Current	Ending	Change	Percentage
	Beginning Fund Balance	Beginning Fund Balance	Year Resources	Year Expenditures	Fund Balance	in Fund Balance	Change in Fund Balance
General	\$ 1,918,286	\$ 2,153,326	\$ 6,778,402	\$ 6,586,823	\$ 2,344,905	\$ 191,579	9%
Transportation	456,058	389,301	1,609,468	1,777,807	220,962	(168,339)	-43%
Emergency Dispatch	376,056	505,672	1,695,627	1,461,243	740,056	234,384	46%
Planning	240,958	241,205	249,220	399,703	90,722	(150,483)	-62%
Transportation SDC	1,400,086	1,500,753	2,205,482	2,421,818	1,284,416	(216,337)	-14%
Water SDC	2,186,423	1,710,797	7,074,132	6,525,020	2,259,909	549,112	32%
Wastewater SDC	3,090,992	3,127,928	254,299	2,508,439	873,788	(2,254,140)	-72%
PERS / POB	608,691	594,230	659,445	288,057	965,618	371,388	62%
Railroad	1,145,793	1,127,669	945,153	920,563	1,152,260	24,591	2%
Airport	13,215	163,422	1,278,897	1,322,006	120,313	(43,109)	-26%
Water	585,270	783,298	2,918,579	3,242,186	459,691	(323,607)	-41%
Wastewater	3,932,316	3,940,686	3,846,786	4,603,986	3,183,487	(757,199)	-19%
Golf Course and Restaurant	483,295	494,280	1,990,993	1,170,465	1,314,807	820,527	166%
Administration and Financial Services	452,914	281,653	3,201,149	3,310,630	172,172	(109,481)	-39%
Building Facilities	2,871,408	3,117,775	8,133,196	7,136,758	4,114,213	996,438	32%
Plaza Maintenance	36,318	37,077	13,995	21,980	29,092	(7,985)	-22%
Public Works Support Services	174,933	183,109	2,005,822	1,992,860	196,071	12,962	7%
Totals	\$ 19,973,012	\$ 20,352,181	\$44,860,645	\$ 45,690,346	\$ 19,522,481	\$ (829,700)	-4%



*Picture taken at the golf course during the fourth quarter.*

**General Fund**

The General Fund accounts for the City’s police and non-departmental operations and activities. The primary sources of revenue include property taxes, transient lodging taxes, franchise fees, and intergovernmental revenue.

Overall General Fund revenue collection through the fourth quarter is at approximately \$6.78 million or 103 percent of the annual budget. Property tax revenue is roughly \$2.29 million or 103 percent of the annual budget and up over the prior year by approximately \$100,900. Transient lodging taxes are down in comparison to the prior year quarter end by roughly \$106,600 and are expected to continue on this downward trend with the restrictions that have been put out by the Governor due to the COVID-19 pandemic. Franchise fees are at roughly 105 percent of the annual budget with collection increasing approximately \$269,700 over prior year. Electrical franchise fees are up over the prior year roughly \$249,100 largely due to the continued build out of the data centers. Construction of Facebooks ninth building started during the fourth quarter.

Police spending is at approximately 102 percent of the annual budget. Personnel services are at roughly 99 percent of the annual budget. Police materials and services are approximately 127 percent with increased spending in personnel fees with the hiring of a new officer and an increase in motor vehicle expenses with the installation of MDT’s and radios. Non-departmental is at 114 percent of the annual budget with the City prefunding the Airports FY21 transfer and roughly \$70,000 in expenses for the biomass feasibility study coming in during the fourth quarter.

Overall, the General Fund realized an increase in fund balance of roughly \$191,600 or 9 percent through the fourth quarter.

Revenue	Current Quarter			Year to Date				Annual Est. Budget Balance	Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %					
Property taxes	\$ 557,500	\$ 103,744	19%	\$ 2,230,000	\$ 2,294,985	103%	\$ (64,985)	\$ 4,570,000	50.22%	\$ 2,275,015	
Transient lodging tax	95,000	48,341	51%	380,000	325,698	86%	54,302	760,000	42.86%	434,302	
Franchise fees	787,500	1,123,654	143%	3,150,000	3,301,223	105%	(151,223)	6,558,000	50.34%	3,256,777	
Licenses and permits	2,200	3,681	167%	8,800	9,485	108%	(685)	17,200	55.14%	7,715	
Intergovernmental revenues	112,300	48,558	43%	449,200	413,991	92%	35,209	866,000	47.81%	452,009	
Charges for services	68,750	772	1%	275,000	280,499	102%	(5,499)	560,000	50.09%	279,501	
Interest	10,000	8,120	81%	40,000	42,603	107%	(2,603)	80,000	53.25%	37,397	
Miscellaneous	10,000	22,333	223%	40,000	109,917	275%	(69,917)	81,000	135.70%	(28,917)	
<b>Total revenue</b>	<b>\$ 1,643,250</b>	<b>\$ 1,359,202</b>	<b>83%</b>	<b>\$ 6,573,000</b>	<b>\$ 6,778,402</b>	<b>103%</b>	<b>\$ (205,402)</b>	<b>\$ 13,492,200</b>	<b>50.24%</b>	<b>\$ 6,713,798</b>	
<b>Expenditures</b>											
Police	\$ 1,349,750	\$ 1,479,430	110%	\$ 5,399,000	\$ 5,494,658	102%	\$ (95,658)	\$ 11,102,100	49.49%	5,607,442	
Non-departmental	240,425	450,424	187%	961,700	1,092,166	114%	(130,466)	2,210,900	49.40%	1,118,734	
Contingency				2,130,586				2,097,486		2,097,486	
<b>Total expenditures</b>	<b>\$ 1,590,175</b>	<b>\$ 1,929,854</b>	<b>121%</b>	<b>\$ 8,491,286</b>	<b>\$ 6,586,823</b>	<b>78%</b>	<b>\$ (226,123)</b>	<b>\$ 15,410,486</b>	<b>42.74%</b>	<b>\$ 6,726,177</b>	
<b>Revenue over (under) expenditures</b>	<b>\$ 53,075</b>	<b>\$ (570,652)</b>	<b>-27%</b>	<b>\$ (1,918,286)</b>	<b>\$ 191,579</b>	<b>9%</b>	<b>\$ 20,721</b>	<b>\$ (1,918,286)</b>			
<b>Beginning fund balance</b>	<b>1,918,286</b>	<b>2,153,326</b>	<b>112%</b>	<b>1,918,286</b>	<b>2,153,326</b>	<b>112%</b>	<b>1,918,286</b>	<b>1,918,286</b>			
<b>Ending fund balance</b>	<b>\$ 1,971,361</b>	<b>\$ 1,582,674</b>	<b>80%</b>	<b>\$ -</b>	<b>\$ 2,344,905</b>	<b>-</b>	<b>\$ 1,939,007</b>	<b>\$ -</b>			

### ***Transportation Fund***

The Transportation Fund accounts for the operation and maintenance of the City's streets, bike lanes, and sidewalk systems. Principal sources of revenue are state gas taxes allocated to cities, permits, and interest. Principal expenditures are for public works staff, patching, painting, slurry seals, signals, insurance and asphalt.

Revenue for the Transportation Fund through the fourth quarter is at approximately 100 percent of the annual budget. Intergovernmental revenue collection is at 98 percent of the annual budget with approximately \$83,000 coming in for the ODOT transit grant and roughly \$160,000 coming in for gas taxes during the fourth quarter. State gas tax collection is slightly down over the prior year with the Governor's stay at home order put in place during the third quarter due to the COVID19 pandemic. Miscellaneous revenue collected during the fourth quarter was largely from the Chamber of Commerce for support in getting an old oil tank removed that was discovered buried under a city parking lot (pictured below).



Expenditures through the fourth quarter are approximately 86 percent of the annual budget. Capital improvements during the fourth quarter are largely associated with the 2<sup>nd</sup> Street storm water project, the 4<sup>th</sup> street parking lot project and the ODOT transit grant.

Fund balance decreased roughly \$168,300 or -43 percent through the fourth quarter.

**Transportation Fund - Continued**

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Franchise fees	\$ 81,750	\$ 81,750	100%	\$ 327,000	\$ 327,000	100%	\$ -	\$ 665,000	49.17%	\$ 338,000
Intergovernmental	239,075	271,128	113%	956,300	941,776	98%	14,524	1,962,700	47.98%	1,020,924
Transfers	75,000	75,000	100%	300,000	300,000	100%	-	700,000	42.86%	400,000
Interest	1,250	919	74%	5,000	5,235	105%	(235)	10,000	52.35%	4,765
Miscellaneous	4,750	12,132	255%	19,000	35,458	187%	(16,458)	28,000	126.63%	(7,458)
<b>Total revenue</b>	<b>\$ 401,825</b>	<b>\$ 440,930</b>	<b>110%</b>	<b>\$ 1,607,300</b>	<b>\$ 1,609,468</b>	<b>100%</b>	<b>\$ (2,168)</b>	<b>\$ 3,365,700</b>	<b>47.82%</b>	<b>\$ 1,756,232</b>
<b>Expenditures</b>										
Personnel services	\$ 62,800	\$ 57,002	91%	\$ 251,200	\$ 234,201	93%	\$ 16,999	\$ 512,100	45.73%	277,899
Material and services	62,150	28,706	46%	248,600	205,444	83%	43,156	501,000	41.01%	295,556
Capital outlay										
Improvements	243,425	148,704	61%	973,700	970,062	100%	3,638	1,833,400	52.91%	863,338
Transfers	92,025	92,025	100%	368,100	368,100	100%	0	735,300	50.06%	367,200
Contingency				221,758				239,958		239,958
<b>Total expenditures</b>	<b>\$ 460,400</b>	<b>\$ 326,437</b>	<b>71%</b>	<b>\$ 2,063,358</b>	<b>\$ 1,777,807</b>	<b>86%</b>	<b>\$ 63,793</b>	<b>\$ 3,821,758</b>	<b>46.52%</b>	<b>\$ 2,043,951</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (58,575)</b>	<b>\$ 114,492</b>	<b>29%</b>	<b>\$ (456,058)</b>	<b>\$ (168,339)</b>	<b>-43%</b>	<b>\$ (65,961)</b>	<b>\$ (456,058)</b>		
<b>Beginning fund balance</b>	<b>456,058</b>	<b>389,301</b>	<b>85%</b>	<b>456,058</b>	<b>389,301</b>	<b>85%</b>		<b>456,058</b>		
<b>Ending fund balance</b>	<b>\$ 397,483</b>	<b>\$ 503,793</b>	<b>127%</b>	<b>\$ -</b>	<b>\$ 220,962</b>	<b>-</b>		<b>\$ -</b>		



*Paving on South Main that took place during the fourth quarter*

**Emergency Dispatch Fund**

This fund accounts for the Emergency Dispatch operation. The operation provides dispatching and records management services for the public safety departments serving the Crook County area, with the exception of the State Police. The primary revenue sources are payments by users for services provided, including a transfer from the City’s police department in the General Fund. The operation is managed by the City’s Police Department.

Revenue collection for the Emergency Dispatch Fund was approximately \$1.70 million or 104 percent of the annual budget. Fourth quarter intergovernmental revenue collection was at roughly \$240,020 with \$103,000 coming from the county for services and \$120,900 coming in from the state from E-911 taxes and maintenance reimbursement agreements.

Expenditures are at approximately \$1.46 million or 73 percent of the annual budget. Personnel services are 86 percent of the annual budget with overtime coming in at roughly 211 percent of the annual budget. As of March 31, 2020, there were three open dispatcher positions and two of those positions were filled during the fourth quarter. Capital expenditures during the fourth quarter were for radio system equipment associated with the expansion of the 700/800 megahertz system. This project will continue into FY21.

Fund balance increased roughly \$234,400 or 46 percent through the fourth quarter.

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Budget Est.	Actual	Quarter Budget %	Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance			
<b>Revenue</b>										
Intergovernmental	\$ 225,450	\$ 240,164	107%	\$ 901,800	\$ 977,249	108%	\$ (75,449)	\$ 1,874,200	52.14%	\$ 896,951
Miscellaneous	1,000	-	-	4,000	15	0%	3,985	8,000	0.19%	7,985
Interest	2,500	2,087	83%	10,000	10,964	110%	(964)	20,000	54.82%	9,036
Transfers from other funds	176,850.00	176,850	100%	707,400	707,400	100%	-	1,501,700	47.11%	794,300
<b>Total revenue</b>	<b>\$ 405,800</b>	<b>\$ 419,101</b>	<b>103%</b>	<b>\$ 1,623,200</b>	<b>\$ 1,695,627</b>	<b>104%</b>	<b>\$ (72,427)</b>	<b>\$ 3,403,900</b>	<b>49.81%</b>	<b>\$ 1,708,273</b>
<b>Expenditures</b>										
Personnel services	\$ 299,200.00	\$ 247,280	83%	\$ 1,196,800	\$ 1,028,272	86%	\$ 168,528	\$ 2,457,100	41.85%	\$ 1,428,828
Material and services	70,025	59,962	86%	280,100	237,309	85%	42,791	553,600	42.87%	316,291
Capital outlay										
Equipment	8,750	8,375	96%	35,000	12,263	35%	22,737	90,000	13.63%	77,737
Transfers	45,850.00	45,850	100%	183,400	183,400	100%	0	372,900	49.18%	189,500
Contingency				303,956				306,356		306,356
<b>Total expenditures</b>	<b>\$ 423,825</b>	<b>\$ 361,467</b>	<b>85%</b>	<b>\$ 1,999,256</b>	<b>\$ 1,461,243</b>	<b>73%</b>	<b>\$ 234,057</b>	<b>\$ 3,779,956</b>	<b>38.66%</b>	<b>\$ 2,318,713</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (18,025)</b>	<b>\$ 57,635</b>	<b>11%</b>	<b>\$ (376,056)</b>	<b>\$ 234,384</b>	<b>46%</b>	<b>\$ (306,484)</b>	<b>\$ (376,056)</b>		
<b>Beginning fund balance</b>	<b>376,056</b>	<b>505,672</b>	<b>134%</b>	<b>376,056</b>	<b>505,672</b>	<b>134%</b>		<b>376,056</b>		
<b>Ending fund balance</b>	<b>\$ 358,031</b>	<b>\$ 563,307</b>	<b>157%</b>	<b>\$ -</b>	<b>\$ 740,056</b>	<b>-</b>		<b>\$ -</b>		

**Planning Fund**

The Planning Fund accounts for the planning activities of the City. A transfer of funds from General Fund to Planning helps support the short term planning needs of the city. General administrative costs are paid through internal charges to the Internal Services Fund for the following services based upon the cost to the department for using these services; administrative and financial services, risk management, computer and phone services. The costs of these services are at full cost, including replacement cost, thereby providing a more accurate cost of providing services.

Revenue collection through the fourth quarter came in at approximately \$249,220 or 106 percent of the annual budget. Licenses and permits revenue is down coming in at \$32,300 compared to \$41,000 in the prior year. Intergovernmental revenue collected during the fourth quarter is associated with the woodstove replacement program which is reimbursed through DEQ. Charges for services revenue are largely associated with the SDC admin fee distribution and there were roughly 20 housing starts that paid SDC's during the fourth quarter.

Expenditures through the fourth quarter are at approximately \$399,700 or 84 percent of the annual budget. Materials and services are at roughly 103 percent of the annual budget largely due to roughly \$20,600 in expenses paid to Neighbor Impact throughout the year for the woodstove replacement program.

Fund balance decreased approximately \$150,500 or -62 percent.

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance			
<b>Revenue</b>										
Licenses and permits	\$ 10,000	\$ 6,962	70%	\$ 40,000	\$ 32,319	81%	\$ 7,681	\$ 80,000	40.40%	\$ 47,681
Intergovernmental	1,250	5,246	420%	5,000	16,978	340%	(11,978)	10,000	169.78%	(6,978)
Charges for services	36,725	71,382	194%	146,900	156,128	106%	(9,228)	171,600	90.98%	15,472
Interest	1,000	270	27%	4,000	3,795	95%	205	8,000	47.44%	4,205
Transfers from other funds	10,000	10,000	100%	40,000	40,000	100%	(0)	360,000	11.11%	320,000
<b>Total revenue</b>	<b>\$ 58,975</b>	<b>\$ 93,860</b>	<b>159%</b>	<b>\$ 235,900</b>	<b>\$ 249,220</b>	<b>106%</b>	<b>\$ (13,320)</b>	<b>\$ 629,600</b>	<b>39.58%</b>	<b>\$ 380,380</b>
<b>Expenditures</b>										
Personnel services	\$ 58,325	\$ 56,463	97%	\$ 233,300	\$ 229,185	98%	\$ 4,115	\$ 479,700	47.78%	\$ 250,515
Material and services	12,475	7,277	58%	49,900	51,518	103%	(1,618)	93,500	55.10%	41,982
Transfers	29,750	29,750	100%	119,000	119,000	100%	0	241,000	49.38%	122,000
Contingency				74,658				56,358		56,358
<b>Total expenditures</b>	<b>\$ 100,550</b>	<b>\$ 93,490</b>	<b>93%</b>	<b>\$ 476,858</b>	<b>\$ 399,703</b>	<b>84%</b>	<b>\$ 2,497</b>	<b>\$ 870,558</b>	<b>45.91%</b>	<b>\$ 470,855</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (41,575)</b>	<b>\$ 370</b>	<b>0%</b>	<b>\$ (240,958)</b>	<b>\$ (150,483)</b>	<b>-62%</b>	<b>\$ (15,817)</b>	<b>\$ (240,958)</b>		
<b>Beginning fund balance</b>	<b>240,958</b>	<b>241,205</b>	<b>100%</b>	<b>240,958</b>	<b>241,205</b>	<b>100%</b>		<b>240,958</b>		
<b>Ending fund balance</b>	<b>\$ 199,383</b>	<b>\$ 241,575</b>	<b>121%</b>	<b>\$ -</b>	<b>\$ 90,722</b>	<b>-</b>		<b>\$ -</b>		



**Transportation SDC Fund**

This fund accounts for the collection and expenditure of transportation system development charges. The primary revenue source is SDC's. Expenditures are for qualified capital improvement projects and related costs.

Revenue collection for the Transportation SDC Fund is at approximately 98 percent of the annual budget. SDC collection at year end is at roughly \$633,300 with roughly 20 housing starts that paid SDC's during the fourth quarter. Intergovernmental revenue is from ODOT for the final reimbursements of the Elm Street Bridge project.

Expenditures at quarter end are at roughly 66 percent of the annual budget. A supplemental budget was adopted during the fourth quarter to adjust for the multiyear Elm street project where more was expended in the second year than in the first and to budget for the Combs Flat extension design project that started in the fourth quarter. Fourth quarter expenditures were largely associated with capital projects. Capital expenditures during the fourth quarter were for the 10<sup>th</sup> and Main Street project, the roundabout art project, 2<sup>nd</sup> street paving, Combs Flat extension design and tail end invoices for the Elm Street Bridge project.

Fund balance decreased roughly \$216,300 or -14 percent through the fourth quarter.

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Intergovernmental	\$ 375,100	\$ 113,005	30%	\$ 1,500,400	\$ 1,547,600	103%	\$ (47,200)	\$ 1,500,400	103.15%	\$ (47,200)
Miscellaneous	30,667	-	-	122,667	-	-	122,667	122,667	0.00%	122,667
Interest	7,500	4,106	55%	30,000	24,536	82%	5,464	49,000	50.07%	24,464
System development charges	150,375	100,007	67%	601,500	633,346	105%	(31,846)	988,500	64.07%	355,154
<b>Total revenue</b>	<b>\$ 563,642</b>	<b>\$ 217,118</b>	<b>39%</b>	<b>\$ 2,254,567</b>	<b>\$ 2,205,482</b>	<b>98%</b>	<b>49,085</b>	<b>\$ 2,660,567</b>	<b>82.90%</b>	<b>\$ 455,085</b>
<b>Expenditures</b>										
Material and services	\$ 2,500	\$ -	-	\$ 10,000	\$ -	-	\$ 10,000	\$ 20,000	0.00%	\$ 20,000
Capital outlay										
Improvements	597,505	158,056	26%	2,390,020	2,390,020	100%	0	3,700,000	64.60%	1,309,980
Transfers	8,750	11,365	130%	35,000	31,798	91%	3,202	54,400	58.45%	22,602
Contingency				1,219,633				286,253	0.00%	286,253
<b>Total expenditures</b>	<b>\$ 608,755</b>	<b>\$ 169,421</b>	<b>28%</b>	<b>\$ 3,654,653</b>	<b>\$ 2,421,818</b>	<b>66%</b>	<b>\$ 13,202</b>	<b>\$ 4,060,653</b>	<b>59.64%</b>	<b>\$ 1,638,835</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (45,113)</b>	<b>\$ 47,697</b>	<b>3%</b>	<b>\$ (1,400,086)</b>	<b>\$ (216,337)</b>	<b>-14%</b>	<b>\$ 35,884</b>	<b>\$ (1,400,086)</b>		
<b>Beginning fund balance</b>	<b>1,400,086</b>	<b>1,500,753</b>	<b>107%</b>	<b>1,400,086</b>	<b>1,500,753</b>	<b>107%</b>		<b>1,400,086</b>		
<b>Ending fund balance</b>	<b>\$ 1,354,973</b>	<b>\$ 1,548,450</b>	<b>114%</b>	<b>\$ -</b>	<b>\$ 1,284,416</b>	<b>-</b>		<b>\$ -</b>		

Notes: FY20 supplemental budget per resolution no. 1446 for FY20-21 biennium



Measurements being taken for the scaling of the roundabout art during the fourth quarter.

**Water SDC Fund**

This fund accounts for the collection and expenditure of water system development charges. The primary revenue source is SDC's. Expenditures are for qualified capital improvement projects and related costs.

Revenue through the fourth quarter was at approximately \$7.07 million. Fourth quarter SDC collection came in at roughly \$1.1 million and was largely association with the Aquifer Storage and Recovery (ASR) project from Apple. During the fourth quarter there were roughly 20 housing starts that paid SDC's. Transfers during the fourth quarter are from the Wastewater SDC Fund to reimburse for the wastewater portion of the ASR project.

Expenditures are at roughly \$6.05 million through the fourth quarter and are largely associated with capital expenditures for the ASR project. The ASR project is a method of water storage that uses the natural water storage capabilities of underground aquifers as a cost-effective, scalable and ecologically friendly water storage alternative to traditional storage options, such as above-ground reservoirs and short-term water supply storage tanks. It allows water to be appropriated and injected into the aquifer via wells during periods of cooler temperatures, higher streamflow and lower demands. The stored water can later be recovered and used during periods of hotter temperatures and higher demands, thereby reducing stress on native water sources. In addition, it also provides for a readily available source of stored water for use in the event of drought or supply interruption.

At fourth quarter end, fund balance increased roughly \$549,100 or 32 percent.

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Balance			
<b>Revenue</b>										
Interest	\$ 12,500	\$ 1,604	13%	\$ 50,000	\$ 20,289	41%	\$ 29,711	\$ 90,000	22.54%	\$ 69,711
System development charges	1,587,000	1,100,525	69%	6,348,000	6,053,843	95%	294,157	7,627,200	79.37%	1,573,357
Transfers	250,000	1,000,000	400%	1,000,000	1,000,000	100%	-	1,489,800	67.12%	489,800
Debt Proceeds	-	-	-	-	-	-	-	3,000,000	0.00%	3,000,000
<b>Total revenue</b>	<b>\$ 1,849,500</b>	<b>\$ 2,102,129</b>	<b>114%</b>	<b>\$ 7,398,000</b>	<b>\$ 7,074,132</b>	<b>96%</b>	<b>\$ 323,868</b>	<b>\$ 12,207,000</b>	<b>57.95%</b>	<b>\$ 5,132,868</b>
<b>Expenditures</b>										
Capital outlay										
Improvements	\$ 1,600,000	1,251,488	78%	\$ 6,400,000	6,052,626	95%	\$ 347,374	\$ 12,880,400	46.99%	6,827,774
Transfers	110,875	101,157	91%	443,500	472,394	107%	(28,894)	690,000	68.46%	217,606
Contingency				2,740,923				823,023		823,023
<b>Total expenditures</b>	<b>\$ 1,710,875</b>	<b>\$ 1,352,645</b>	<b>79%</b>	<b>\$ 9,584,423</b>	<b>\$ 6,525,020</b>	<b>45%</b>	<b>\$ 318,480</b>	<b>\$ 14,393,423</b>	<b>45.33%</b>	<b>\$ 7,868,403</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 138,625</b>	<b>\$ 749,484</b>	<b>44%</b>	<b>\$ (2,186,423)</b>	<b>\$ 549,112</b>	<b>32%</b>	<b>\$ 5,388</b>	<b>\$ (2,186,423)</b>		
<b>Beginning fund balance</b>	<b>2,186,423</b>	<b>1,710,797</b>	<b>78%</b>	<b>2,186,423</b>	<b>1,710,797</b>	<b>78%</b>		<b>2,186,423</b>		
<b>Ending fund balance</b>	<b>\$ 2,325,048</b>	<b>\$ 2,460,281</b>	<b>106%</b>	<b>\$ -</b>	<b>\$ 2,259,909</b>	<b>78%</b>		<b>\$ -</b>		

Notes: FY20 supplemental budget per resolution no. 1446 for FY20-21 biennium

**Wastewater SDC Fund**

This fund accounts for the collection and expenditure of wastewater system development charges. The primary revenue source is SDC's. Expenditures are for qualified capital improvement projects and related costs.

Overall revenue through the fourth quarter is at approximately \$254,300. Fourth quarter revenue can largely be attributed to SDC collection from 20 housing starts that paid SDC's during the fourth quarter.

Expenditures are at roughly \$2.51 million or 77 percent of the annual budget through the fourth quarter. Material and services expenditures are associated with consulting costs during the first half of the year, helping with funding assistance (potential grants). Capital expenditures for the fourth quarter are largely associated with wetland irrigation upgrades and a screen for the wastewater treatment plant. Transfers during the fourth quarter are to the Water SDC Fund to reimburse for the wastewater portion of the ASR project. A budget adjustment was done in the fourth quarter to allow for the additional materials and service and to decrease capital outlay and increase transfers for the ASR project.

Fund balance decreased roughly \$2.25 million or -72 percent largely due to capital projects.

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Interest	\$ 12,500	\$ 6,687	53%	\$ 50,000	\$ 64,322	129%	\$ (14,322)	\$ 55,000	116.95%	\$ (9,322)
System development charges	29,425	62,445	212%	117,700	189,977	161%	(72,277)	235,400	80.70%	45,423
<b>Total revenue</b>	<b>\$ 41,925</b>	<b>\$ 69,132</b>	<b>165%</b>	<b>\$ 167,700</b>	<b>\$ 254,299</b>	<b>152%</b>	<b>\$ (86,599)</b>	<b>\$ 290,400</b>	<b>87.57%</b>	<b>\$ 36,101</b>
<b>Expenditures</b>										
Material and services	\$ 3,750	\$ -	-	\$ 15,000	\$ 19,585	131%	\$ (4,585)	\$ 25,000	78.34%	\$ 5,415
Capital outlay										
Improvements	385,000	185,122	48%	1,540,000	1,313,421	85%	226,579	1,540,000	85.29%	226,579
Transfers	405,500	1,061,961	262%	1,622,000	1,175,433	72%	446,567	1,703,800	68.99%	528,367
Contingency				81,692				112,592		112,592
<b>Total expenditures</b>	<b>\$ 794,250</b>	<b>\$ 1,247,083</b>	<b>157%</b>	<b>\$ 3,258,692</b>	<b>\$ 2,508,439</b>	<b>77%</b>	<b>\$ 668,561</b>	<b>\$ 3,381,392</b>	<b>74.18%</b>	<b>\$ 872,953</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (752,325)</b>	<b>\$ (1,177,951)</b>	<b>-38%</b>	<b>\$ (3,090,992)</b>	<b>\$ (2,254,140)</b>	<b>-72%</b>	<b>\$ (755,160)</b>	<b>\$ (3,090,992)</b>		
<b>Beginning fund balance</b>	<b>3,090,992</b>	<b>3,127,928</b>	<b>101%</b>	<b>3,090,992</b>	<b>3,127,928</b>	<b>101%</b>		<b>3,090,992</b>		
<b>Ending fund balance</b>	<b>\$ 2,338,667</b>	<b>\$ 1,949,977</b>	<b>83%</b>	<b>\$ -</b>	<b>\$ 873,788</b>	<b>-</b>		<b>\$ -</b>		

Notes: FY20 budget adjustment per resolution no. 1445 for FY20-21 biennium

**PERS/ POB Fund**

This fund accounts for the issuance of pension obligation debt to fund the City’s existing unfunded actuarial liability (UAL) and associated debt repayment. The principal source of revenue is charges to other funds with salaries subject to PERS via a surcharge. A transfer from the General Fund is included to pre-fund a portion of debt service costs. Expenditures are for payments to PERS for the UAL and for debt service requirements.

Fourth quarter revenue is roughly 113 percent of budget. Miscellaneous revenue is associated with a PERS rate credit from the creation of the City’s new side account in March 2019. In December 2019, the City was able to use the new side account to participate in the Employer Incentive Fund program to apply for matching funds. The City qualified for the first round of matching funds and has been approved for a side account deposit of \$200,000 from the state. The extra deposit will give an extra rate credit offset to be used in the calculation of the City’s PERS rates starting in FY22.

Expenditures through the fourth quarter are as anticipated with the debt service payments coming out in December and June annually.

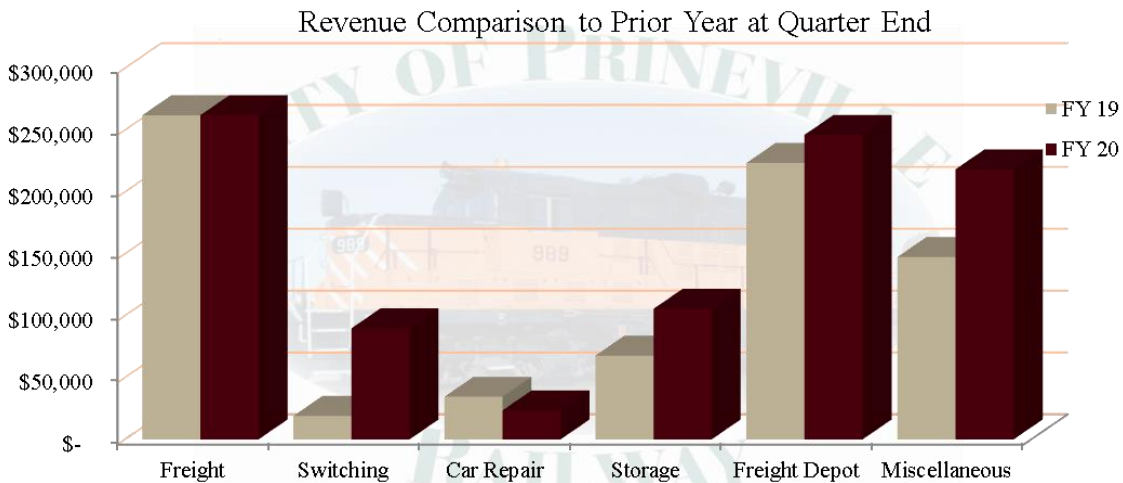
Fund balance increased approximately 62 percent through the fourth quarter.

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance			
<b>Revenue</b>										
Charges for services	\$ 116,700	\$ 128,325	110%	\$ 466,800	\$ 478,578	103%	\$ (11,778)	\$ 997,900	47.96%	\$ 519,322
Interest	3,750	3,279	87%	15,000	15,826	106%	(826)	35,000	45.22%	19,174
Miscellaneous	-	16,158	-	-	65,041	-	\$ (65,041)	-	-	(65,041)
Transfer from other funds	25,000	100,000	400%	100,000	100,000	100%	\$ -	200,000	50.00%	100,000
<b>Total revenue</b>	<b>\$ 145,450</b>	<b>\$ 247,762</b>	<b>170%</b>	<b>\$ 581,800</b>	<b>\$ 659,445</b>	<b>113%</b>	<b>\$ (77,645)</b>	<b>\$ 1,232,900</b>	<b>53.49%</b>	<b>\$ 573,455</b>
<b>Expenditures</b>										
Personnel services	\$ -	\$ -	-	\$ -	\$ -	-	\$ -	\$ -	-	\$ -
Debt service										
Principal - POB 2013	50,125	200,465	400%	200,500	200,465	100%	35	419,500	47.79%	219,035
Interest - POB 2013	21,900	43,796	200%	87,600	87,592	100%	8	167,800	52.20%	80,208
Contingency				603,191				955,091		955,091
<b>Total expenditures</b>	<b>\$ 72,025</b>	<b>\$ 244,261</b>	<b>339%</b>	<b>\$ 891,291</b>	<b>\$ 288,057</b>	<b>32%</b>	<b>\$ 43</b>	<b>\$ 1,542,391</b>	<b>18.68%</b>	<b>\$ 1,254,334</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 73,425</b>	<b>\$ 3,501</b>	<b>1%</b>	<b>\$ (309,491)</b>	<b>\$ 371,388</b>	<b>62%</b>	<b>\$ (77,688)</b>	<b>\$ (309,491)</b>		
<b>Debt service reserve</b>		299,200			299,200					299,200
<b>Beginning fund balance</b>	<b>608,691</b>	<b>594,230</b>	<b>98%</b>	<b>608,691</b>	<b>594,230</b>	<b>98%</b>		<b>608,691</b>		
<b>Ending fund balance</b>	<b>\$ 682,116</b>	<b>\$ 597,731</b>	<b>88%</b>	<b>\$ -</b>	<b>\$ 965,618</b>	<b>-</b>		<b>\$ -</b>		

**Railroad Fund**

This fund accounts for the activities of the City’s railroad operation and for the City’s freight depot operation. Starting in FY 14 the Railroad and Freight Depot Funds were consolidated. Primary revenue sources are payments for the use of railroad and freight depot facilities and related services. Expenditures are for the railroad and freight depot operations, including repair, debt service and capital improvements. Additionally, transfers to other City operations are budgeted.

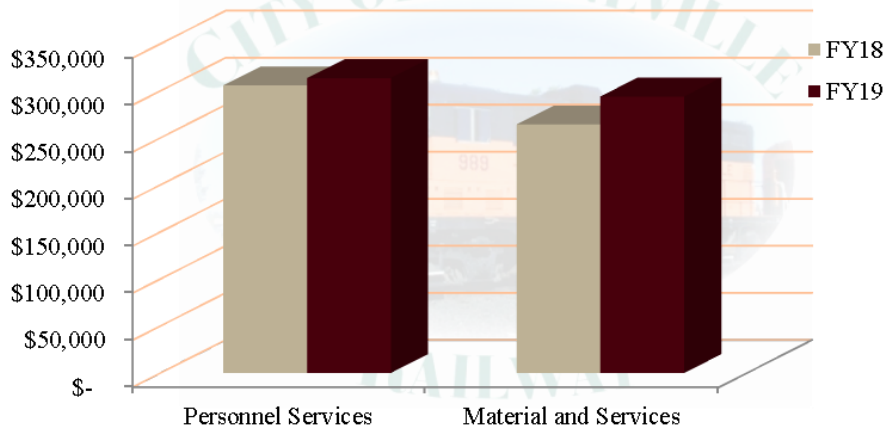
At fourth quarter end, overall revenue collection is at approximately \$945,000 or 120 percent of the annual budget. Charges for services for the railroad are at approximately \$376,000 or 104 percent of the annual budget, with the freight depot at approximately \$246,100 or 107 percent of annual budget. Overall operating revenue is up roughly 25 percent in comparison to the prior year at quarter end with significant increases in switching, freight depot and storage. The revenue per car average has increased over the prior year at quarter end with the decrease in tire haulage and an increase in more diversified commodities being hauled through the City of Prineville Railway. The revenue per railcar average at fourth quarter end is approximately \$454 compared to \$423 the prior year. During the fourth quarter the railroad secured a new piping manufacturing customer who will be leasing a freight depot building and utilizing rail for inbound product to make the piping. Below is a prior year comparison at quarter end of operating revenues for the Railroad Fund.



Overall expenditures at fourth quarter end are at approximately \$920,600 or 48 percent of the annual budget. During the fourth quarter a budget adjustment was done in capital outlay to allow for an additional office building to be placed at the freight depot and fourth quarter capital expenditures are associated with that project. Materials and services are at roughly 106 percent of the annual budget or \$293,900, which includes approximately \$30,000 in unanticipated repairs due to lightening damage from the first quarter. Overall operating expenditures are up roughly 7 percent in comparison to the prior year at quarter end and management is watching them closely. On the next page is a graph comparison of operating expenditures at quarter end to prior year.

**Railroad Fund- Continued**

Expenditure Comparison to Prior Year at Quarter End



Through the fourth quarter, fund balance increase roughly \$24,600 or 2 percent.

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Balance			
<b>Revenue</b>										
Charges for services										
Railroad	\$ 90,000	\$ 133,290	148%	\$ 360,000	\$ 376,045	104%	\$ (16,045)	\$ 755,000	49.81%	\$ 378,955
Freight Depot	57,500	62,647	109%	230,000	246,080	107%	(16,080)	480,000	51.27%	233,920
Use of money and property	31,900	62,238	195%	127,600	173,212	136%	(45,612)	270,200	64.11%	96,988
Miscellaneous	17,500	-	-	70,000	149,817	214%	(79,817)	145,000	103.32%	(4,817)
<b>Total revenue</b>	<b>\$ 196,900</b>	<b>\$ 258,175</b>	<b>131%</b>	<b>\$ 787,600</b>	<b>\$ 945,153</b>	<b>120%</b>	<b>\$ (157,553)</b>	<b>\$ 1,650,200</b>	<b>57.28%</b>	<b>\$ 705,047</b>
<b>Expenditures</b>										
Personnel services	\$ 80,900	\$ 76,401	94%	\$ 323,600	\$ 313,543	97%	\$ 10,057	\$ 747,000	41.97%	\$ 433,457
Material and services	69,450	49,189	71%	277,800	293,921	106%	(16,121)	543,300	54.10%	249,379
Capital outlay										
Improvements	90,750	166,367	46%	363,000	222,298	61%	140,702	404,000	55.02%	181,702
Transfers	22,700	22,700	100%	90,800	90,800	100%	(0)	181,700	49.97%	90,900
Contingency				878,193				919,993		919,993
<b>Total expenditures</b>	<b>\$ 263,800</b>	<b>\$ 314,657</b>	<b>119%</b>	<b>\$ 1,933,393</b>	<b>\$ 920,563</b>	<b>48%</b>	<b>\$ 134,637</b>	<b>\$ 2,795,993</b>	<b>32.92%</b>	<b>\$ 1,875,430</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (66,900)</b>	<b>\$ (56,483)</b>	<b>-5%</b>	<b>\$ (1,145,793)</b>	<b>\$ 24,591</b>	<b>2%</b>	<b>\$ (292,191)</b>	<b>\$ (1,145,793)</b>		
<b>Beginning fund balance</b>	<b>1,145,793</b>	<b>1,127,669</b>	<b>98%</b>	<b>1,145,793</b>	<b>1,127,669</b>	<b>98%</b>		<b>1,145,793</b>		
<b>Ending fund balance</b>	<b>\$ 1,078,893</b>	<b>\$ 1,071,186</b>	<b>99%</b>	<b>\$ -</b>	<b>\$ 1,152,260</b>	<b>-</b>		<b>\$ -</b>		

Notes: FY20 budget adjustment per resolution no. 1445 for FY20-21 biennium

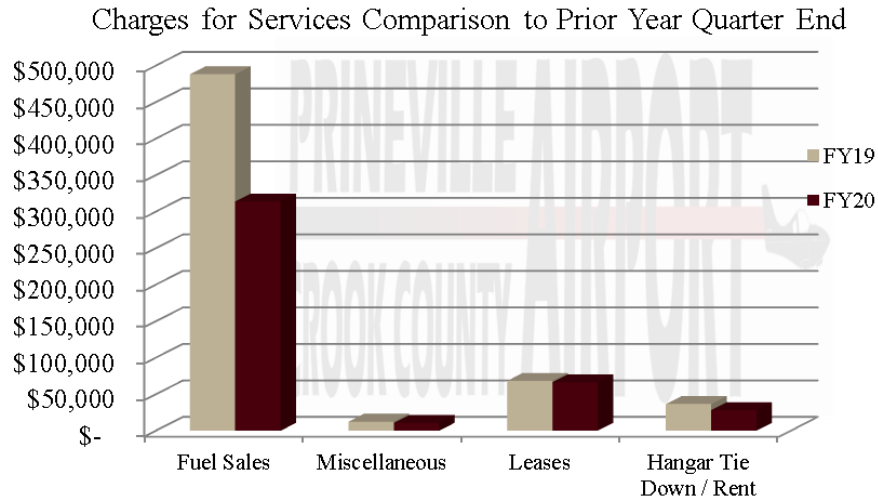


City of Prineville locomotive pick up rail cars at the junction during the fourth quarter.

**Airport Fund**

This fund accounts for the activities of the airport. The airport’s main source of operating revenue is through charges for services that revolve around fuel sales and hangar leases. Expenditures are for general operations of the airport including cost of goods sold, maintenance and capital improvements.

Revenue collection through the fourth quarter came in at approximately 72 percent of the annual budget or \$1.28 million. Overall charges for services are down approximately -31 percent over the prior year with fuel sales being down roughly -36 percent. The price of fuel has gone down in comparison to the prior year and competitors in Bend have been keeping their fuel prices in line with the Prineville Airport. Intergovernmental revenue for the fourth quarter is largely associated with an FAA operational grant that was awarded in the fourth quarter. Below is a prior year comparison for operating revenue making up charges for services.

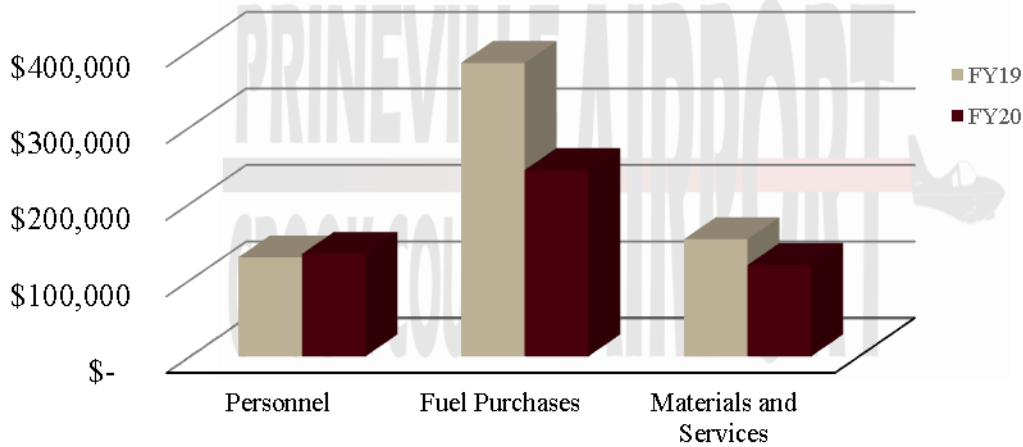


Overall expenditures through the fourth quarter came in at approximately \$1.32 million or 74 percent of the annual budget. Materials and services are under budget at 66 percent of the annual budget. Capital expenditures during the fourth quarter were for the finalization of the new fuel system and for helibase offsite improvements. The new U.S. Forest Service building, built at the airport, was set for occupancy during the fourth quarter (pictured below). Overall operating expenses are down roughly -25 percent over the prior year at quarter end. Fuel costs have decrease roughly -37 percent in comparison to the prior year. On the next page is a prior year comparison of operating expenditures.



**Airport Fund - Continued**

Expenditure Comparison to Prior Year Quarter End



At fourth quarter end, fund balance decreased roughly -26 percent. Decreases in fund balance are largely due to capital improvements. Inventory at yearend totaled approximately \$34,800.

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Intergovernmental	\$ 272,500	\$ 30,200	11%	\$ 1,090,000	\$ 633,583	58%	\$ 456,417	\$ 1,180,000	53.69%	\$ 546,417
Charges for services	147,000	82,406	56%	588,000	419,374	71%	168,626	1,164,000	36.03%	744,626
Interest	-	-	-	-	939	-	(939)	-	-	(939)
Transfers	22,500	135,000	600%	90,000	225,000	250%	(135,000)	180,000	125.00%	(45,000)
<b>Total revenue</b>	<b>\$ 442,000</b>	<b>\$ 247,606</b>	<b>56%</b>	<b>\$ 1,768,000</b>	<b>\$ 1,278,897</b>	<b>72%</b>	<b>\$ 489,103</b>	<b>\$ 2,524,000</b>	<b>50.67%</b>	<b>\$ 1,245,103</b>
<b>Expenditures</b>										
Personnel service	\$ 33,600	\$ 31,937	95%	\$ 134,400	\$ 133,803	100%	\$ 597	\$ 269,900	49.57%	\$ 136,097
Materials and services	136,675	59,441	43%	546,700	362,943	66%	183,757	1,088,400	33.35%	725,457
Capital outlay	250,000	126,633	51%	1,000,000	733,760	73%	266,240	1,000,000	73.38%	266,240
Debt service										
Less Schwab Hangar	6,250	-	-	25,000	25,000	100%	-	50,000	50.00%	25,000
Transfers	16,625	16,625	100%	66,500	66,500	100%	(0)	122,700	54.20%	56,200
Contingency				8,615				6,215	-	6,215
<b>Total expenditures</b>	<b>\$ 443,150</b>	<b>\$ 234,636</b>	<b>53%</b>	<b>\$ 1,781,215</b>	<b>\$ 1,322,006</b>	<b>74%</b>	<b>\$ 450,594</b>	<b>\$ 2,537,215</b>	<b>52.10%</b>	<b>\$ 1,215,209</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (1,150)</b>	<b>\$ 12,970</b>	<b>8%</b>	<b>\$ (13,215)</b>	<b>\$ (43,109)</b>	<b>-26%</b>	<b>\$ 38,509</b>	<b>\$ (13,215)</b>		
<b>Beginning fund balance</b>	<b>13,215</b>	<b>163,422</b>	<b>1237%</b>	<b>13,215</b>	<b>163,422</b>	<b>1237%</b>		<b>13,215</b>		
<b>Ending fund balance</b>	<b>\$ 12,065</b>	<b>\$ 176,392</b>	<b>1462%</b>	<b>\$ -</b>	<b>\$ 120,313</b>	<b>-</b>		<b>\$ -</b>		



*New USFS building at the Prineville Airport that was ready for occupancy during the fourth quarter.*



**Water Fund**

This fund accounts for the activities of the City’s water utility. The primary source of revenue is water sales and expenditures are for the operation of the system including repair and maintenance of infrastructure.

Overall revenue collection through the fourth quarter came in at approximately \$2.92 million or 98 percent of the annual budget. Revenue associated with charges for service came in at roughly \$2.74 million which is a decrease over the prior year of roughly \$95,800. Water sales in comparison to the prior year have dropped with the phases of the Facebook expansion needing bulk water for construction and dust abatement being completed during the prior year. This coupled with mild summer temperatures in comparison to the prior year and thunderstorms that brought rain over the first quarter has led to less water consumption needed for irrigation during FY20. Facebook started construction of its ninth building in June 2020 and bulk water sales are starting to increase with the timing of the construction.

Expenditures through quarter end are at approximately \$3.24 million or 96 percent of the annual budget. Fourth quarter capital expenditures are largely associated with the Bowman Hydro project, Habitat Conservation Plan, water well improvements at the Lamonta site, a waterline project at Dunham and Elm Street and water rights support.

Fund balance decreased roughly \$323,600 or -41 percent at yearend largely due to capital projects.

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Balance			
<b>Revenue</b>										
Charges for services	\$ 710,000	\$ 706,638	100%	\$ 2,840,000	\$ 2,735,443	96%	\$ 104,557	\$ 5,785,000	47.29%	\$ 3,049,557
Interest	5,000	396	8%	20,000	5,699	28%	14,301	40,000	14.25%	34,301
Miscellaneous	1,375	-	-	5,500	-	-	5,500	11,000	-	11,000
Transfers	31,500	50,438	160%	126,000	177,438	141%	(51,438)	255,000	69.58%	77,562
<b>Total revenue</b>	<b>\$ 747,875</b>	<b>\$ 757,471</b>	<b>101%</b>	<b>\$ 2,991,500</b>	<b>\$ 2,918,579</b>	<b>98%</b>	<b>\$ 72,921</b>	<b>\$ 6,091,000</b>	<b>47.92%</b>	<b>\$ 3,172,421</b>
<b>Expenditures</b>										
Materials and services	\$ 145,075	\$ 138,450	95%	\$ 580,300	\$ 597,287	103%	\$ (16,987)	1,184,500	50.43%	\$ 587,213
Franchise fee expense	35,500	35,500	100%	142,000	142,000	100%	0	289,000	49.13%	147,000
Capital outlay										
Equipment										
Improvements	165,000	413,821	251%	660,000	1,097,785	166%	(437,785)	1,269,000	86.51%	171,215
Principal										
Refunding bond 2017	34,150	136,602	400%	136,600	136,602	100%	(2)	276,900	49.33%	140,299
Interest										
Refunding bond 2017	14,500	28,957	200%	58,000	57,913	100%	87	112,300	51.57%	54,387
Transfers	302,650	302,650	100%	1,210,600	1,210,600	100%	(0)	2,431,700	49.78%	1,221,100
Contingency				594,670				918,270		918,270
<b>Total expenditures</b>	<b>\$ 696,875</b>	<b>\$ 1,055,979</b>	<b>152%</b>	<b>\$ 3,382,170</b>	<b>\$ 3,242,186</b>	<b>96%</b>	<b>\$ (454,686)</b>	<b>\$ 6,481,670</b>	<b>50.02%</b>	<b>\$ 3,239,484</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 51,000</b>	<b>\$ (298,508)</b>	<b>-38%</b>	<b>\$ (390,670)</b>	<b>\$ (323,607)</b>	<b>-41%</b>	<b>\$ 527,607</b>	<b>\$ (390,670)</b>		
<b>Debt service reserve</b>	194,600			194,600				194,600		194,600
<b>Beginning fund balance</b>	585,270	783,298	134%	585,270	783,298	134%		585,270		
<b>Ending fund balance</b>	<b>\$ 636,270</b>	<b>\$ 484,790</b>	<b>76%</b>	<b>\$ -</b>	<b>\$ 459,691</b>	<b>-</b>		<b>\$ -</b>		

**Wastewater Fund**

This fund accounts for the activities of the City’s wastewater and treatment facilities. The primary source of revenue is sewer service fees. Expenditures are for the operation of the wastewater system including repair and maintenance of infrastructure and debt service related to infrastructure costs.

Overall revenue collection through the fourth quarter came in at approximately \$3.85 million or 99 percent of the annual budget. Revenue collection for charges for services was roughly \$3.55 million or 96 percent of the annual budget which is an increase over the prior year of approximately \$75,000. SDC reimbursement fees were distributed during the fourth quarter.

Expenditures at quarter end came in at roughly \$4.60 million or 70 percent of the annual budget. Capital expenditures during the fourth quarter are largely associated with a pump replacement for collection improvements and the purchase of a utility vehicle. Budgeted capital improvements that were anticipated being completed in FY 20 are being evaluated for completion in FY 21.

Fund balance decreased roughly \$757,200 or -19 percent through the fourth quarter largely due to the \$750,000 transfer to the golf course for the irrigation project that took place in the first quarter.

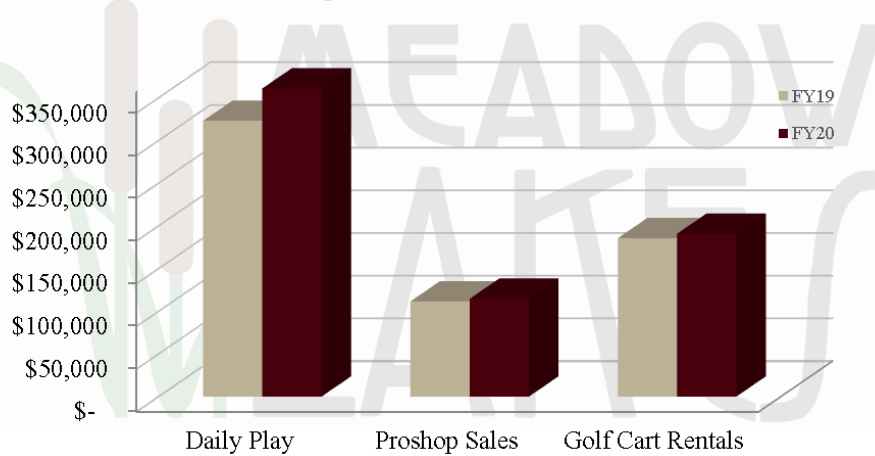
Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Charges for services	\$ 923,075	\$ 903,797	98%	\$ 3,692,300	\$ 3,546,699	96%	\$ 145,601	\$ 7,518,300	47.17%	\$ 3,971,601
Interest	13,500	9,345	69%	54,000	47,548	88%	6,452	96,000	49.53%	48,452
Miscellaneous	20,925	405	2%	83,700	86,331	103%	(2,631)	167,400	51.57%	81,069
SDCs - reimbursement fees	12,000	57,698	481%	48,000	166,208	346%	(118,208)	98,000	169.60%	(68,208)
<b>Total revenue</b>	<b>\$ 969,500</b>	<b>\$ 971,245</b>	<b>100%</b>	<b>\$ 3,878,000</b>	<b>\$ 3,846,786</b>	<b>99%</b>	<b>\$ 31,214</b>	<b>\$ 7,879,700</b>	<b>48.82%</b>	<b>\$ 4,032,914</b>
<b>Expenditures</b>										
Personnel services	\$ 31,775	\$ 30,324	95%	\$ 127,100	\$ 121,670	96%	\$ 5,430	\$ 259,000	46.98%	\$ 137,330
Materials and services	179,225	148,031	83%	716,900	615,057	86%	101,843	1,448,900	42.45%	833,843
Franchise fee expense	46,250	46,250	100%	185,000	185,000	100%	(0)	376,000	49.20%	191,000
Capital outlay										
Improvements	76,250	66,845	88%	305,000	141,315	46%	163,685	1,355,000	10.43%	1,213,685
Debt service										
Principal										
DEQ CWSRF R74682/2	118,825	-	-	475,300	475,244	100%	56	964,700	49.26%	489,456
Refunding 2017	39,850	159,399	400%	159,400	159,399	100%	2	323,200	49.32%	163,802
State of Oregon IFA	7,825	-	-	31,300	26,753	85%	4,547	58,400	45.81%	31,647
USDA 2015	14,425	-	-	57,700	57,704	100%	(4)	117,000	49.32%	59,296
Interest										
DEQ CWSRF R74682/2	28,000	-	-	112,000	111,976	100%	24	209,900	53.35%	97,924
Refunding 2017	16,900	33,788	200%	67,600	67,577	100%	23	131,000	51.59%	63,423
State of Oregon IFA	1,875	-	-	7,500	7,302	97%	198	82,000	8.91%	74,698
USDA 2015	27,125	-	-	108,500	108,456	100%	44	215,400	50.35%	106,944
Fees										
DEQ CWSRF R74682/2	4,925	-	-	19,700	19,633	100%	67	37,000	53.06%	17,367
Transfers	626,725	439,225	70%	2,506,900	2,506,900	100%	0	4,273,900	58.66%	1,767,000
Contingency				1,715,616				745,816		745,816
<b>Total expenditures</b>	<b>\$ 1,219,975</b>	<b>\$ 923,862</b>	<b>76%</b>	<b>\$ 6,595,516</b>	<b>\$ 4,603,986</b>	<b>70%</b>	<b>\$ 275,914</b>	<b>\$ 10,597,216</b>	<b>43.45%</b>	<b>\$ 5,993,230</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (250,475)</b>	<b>\$ 47,383</b>	<b>1%</b>	<b>\$ (2,717,516)</b>	<b>\$ (757,199)</b>	<b>-19%</b>	<b>\$ (244,701)</b>	<b>\$ (2,717,516)</b>		
<b>Other resources / (requirements)</b>										
Debt service reserve	1,014,800			1,014,800				1,014,800		1,014,800
Capital reserve	200,000			200,000				200,000		200,000
<b>Beginning fund balance</b>	<b>3,932,316</b>	<b>3,940,686</b>	<b>100%</b>	<b>3,932,316</b>	<b>3,940,686</b>	<b>100%</b>		<b>3,932,316</b>		
<b>Ending fund balance</b>	<b>\$ 3,681,841</b>	<b>\$ 3,988,069</b>	<b>108%</b>	<b>\$ -</b>	<b>\$ 3,183,487</b>	<b>-</b>		<b>\$ -</b>		

***Golf Course and Restaurant Fund***

This fund accounts for the activities of Meadow Lakes Golf Course and Restaurant. Revenue is generated through user fees, restaurant lease revenue (starting February 2019), and an operating payment from the City’s Wastewater Fund for treatment.

Overall revenue collection is at approximately \$1.99 million at year end or 103 percent of the annual budget. Golf operating revenue came in at about \$818,700 or 107 percent of the annual budget which is an increase over the prior year of roughly 4 percent. Rounds of golf are up roughly 9 percent overall through the fourth quarter with golf being one of the few sports that can be played with in the social distancing guidelines of the state due to COVID-19. Below is a comparison to the prior year of the significant operating revenue sources for the golf course.

Golf Revenue Comparison to Prior Year at Quarter End



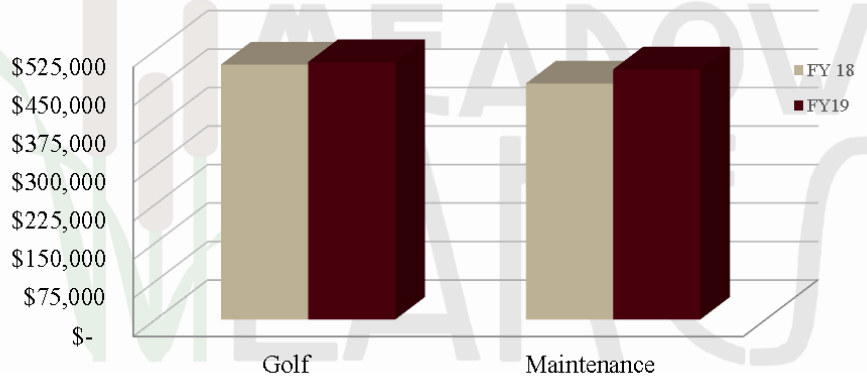
Expenditures at quarter end came in at roughly \$1.17 million or 50 percent of the annual budget. Waste disposal expenditures are at roughly \$487,500 or 100 percent of the annual budget, an increase of approximately 6 percent over the prior year. Golf course operating expenditures are up approximately 1 percent over the prior year and came in at 44 percent of the annual budget. Budgeted capital projects were completed as budgeted with the exception of the irrigation project. That project is started and bids are expected to come in during the first quarter of FY 21. On the following page is a comparison of operating only expenditures to the prior year by department.



*Golf Course in May 2020*

**Golf Course and Restaurant Fund - Continued**

Operating Expenditure Comparison to Prior Year at Quarter End



Fund balance increased roughly \$820,500 or 166 percent through the fourth quarter with the budgeted transfer of \$750,000 that was completed in the first quarter from the Wastewater Fund for the needed irrigation replacement project which was in phase 2 (construction cost estimates, construction documents and bidding) at the end of the fourth quarter.

	Current Quarter			Year to Date			Annual Est. Budget Balance	Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %				
<b>Revenue</b>										
Charges for services										
Golf Course	\$ 191,375	\$ 303,860	159%	\$ 765,500	\$ 818,712	107%	\$ (53,212)	\$ 1,556,000	52.62%	\$ 737,288
Waste Disposal	92,500	92,500	100%	370,000	370,000	100%	0	740,000	50.00%	370,000
Restaurant	5,400	2,573	48%	21,600	17,860	83%	3,740	48,200	37.05%	30,340
Other	1,125	1,348	120%	4,500	4,778	106%	(278)	9,000	53.09%	4,222
Interest	2,250	4,671	208%	9,000	25,107	279%	(16,107)	15,000	167.38%	(10,107)
Transfers	187,500	-	-	750,000	750,000	100%	-	750,000	100.00%	-
Miscellaneous	1,250	1,111	89%	5,000	4,536	91%	464	10,000	45.36%	5,464
<b>Total revenue</b>	<b>\$ 481,400</b>	<b>\$ 406,063</b>	<b>84%</b>	<b>\$ 1,925,600</b>	<b>\$ 1,990,993</b>	<b>103%</b>	<b>\$ (65,393)</b>	<b>\$ 3,128,200</b>	<b>63.65%</b>	<b>\$ 1,137,207</b>
<b>Expenditures</b>										
Golf Course	\$ 327,625	\$ 149,487	46%	\$ 1,310,500	\$ 575,245	44%	\$ 735,255	\$ 1,880,100	30.60%	\$ 1,304,855
Waste Disposal	121,700	139,832	115%	486,800	487,539	100%	(739)	994,500	49.02%	506,961
Restaurant	8,250	5,483	66%	33,000	21,820	66%	11,180	68,000	32.09%	46,180
Debt service										
Principal - note payable	6,475	6,518	101%	25,900	25,875	100%	25	82,200	31.48%	56,325
Interest - note payable	500	442	88%	2,000	1,959	98%	41	2,200	89.05%	241
Principal - 2017 bond	11,250	45,000	400%	45,000	45,000	100%	-	90,000	50.00%	45,000
Interest - 2017 bond	2,375	4,726	199%	9,500	9,452	99%	48	17,800	53.10%	8,348
Scooter lease	-	825	-	-	3,576	-	(3,576)	-	-	(3,576)
Contingency				413,795				394,295		394,295
<b>Total expenditures</b>	<b>\$ 478,175</b>	<b>\$ 352,312</b>	<b>74%</b>	<b>\$ 2,326,495</b>	<b>\$ 1,170,465</b>	<b>50%</b>	<b>\$ 745,811</b>	<b>\$ 3,529,095</b>	<b>33.17%</b>	<b>\$ 2,358,630</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 3,225</b>	<b>\$ 53,750</b>	<b>11%</b>	<b>\$ (400,895)</b>	<b>\$ 820,527</b>	<b>166%</b>	<b>\$ (811,203)</b>	<b>\$ (400,895)</b>		
<b>Debt service reserve</b>	82,400			82,400				82,400		82,400
<b>Beginning fund balance</b>	483,295	494,280	102%	483,295	494,280	102%		483,295		
<b>Ending fund balance</b>	<b>\$ 486,520</b>	<b>\$ 548,030</b>	<b>113%</b>	<b>\$ -</b>	<b>\$ 1,314,807</b>	<b>-</b>		<b>\$ -</b>		

**Administration and Financial Support Services Fund**

This fund accounts for the activities of the City Manager’s office, human resources, recorder, finance, Council directed contributions, and information technology services. The primary source of revenue is charges to other funds for services.

Overall revenue collection through the fourth quarter came in at approximately \$3.20 million or 117 percent of the annual budget. Fourth quarter charges for services include approximately \$465,700 in 911 user equipment reimbursements and \$586,100 in Internal Service Fund transfers. Intergovernmental revenue is from the Coronavirus Relief Funds Grant totaling roughly \$46,700 in the fourth quarter.

Overall expenditures at quarter end are at approximately 104 percent of the annual budget or \$3.31 million. Expenditures came in below budget in the City Council and Financial Services Departments at year end. In the IT Department expenses are up largely due to services that are being provided to the 911 users which totaled roughly \$256,400 during fourth quarter. These expenses are to be reimbursed and the additional revenue will offset the expense. A budget adjustment will be needed before year end in FY 21.

Fund balance decreased roughly \$109,500 or -39 percent through the fourth quarter largely due to 911 user equipment upgrades that are currently in process.

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Charges for services	\$ 680,600	\$ 1,185,062	174%	\$ 2,722,400	\$ 3,148,336	116%	\$ (425,936)	\$ 5,319,900	59.18%	\$ 2,171,564
Intergovernmental Revenue	-	46,654	-	-	46,654	-	(46,654)	-	-	(46,654)
Interest	2,500	471	19%	10,000	6,159	62%	3,841	20,000	30.79%	13,841
<b>Total revenue</b>	<b>\$ 683,100</b>	<b>\$ 1,232,187</b>	<b>180%</b>	<b>\$ 2,732,400</b>	<b>\$ 3,201,149</b>	<b>117%</b>	<b>\$ (468,749)</b>	<b>\$ 5,339,900</b>	<b>59.95%</b>	<b>\$ 2,138,751</b>
<b>Expenditures</b>										
City Council	\$ 22,575	\$ 36,632	162%	\$ 90,300	\$ 87,384	97%	\$ 2,916	\$ 182,100	47.99%	\$ 94,716
Administration / Team Services	200,750	265,982	132%	803,000	858,502	107%	(55,502)	1,614,500	53.17%	755,998
Financial Services	231,725	226,076	98%	926,900	872,043	94%	54,857	1,878,500	46.42%	1,006,457
Information Technology	221,700	449,062	203%	886,800	1,492,700	168%	(605,900)	1,723,000	86.63%	230,300
Contingency				478,314				394,714		394,714
<b>Total expenditures</b>	<b>\$ 676,750</b>	<b>\$ 977,752</b>	<b>144%</b>	<b>\$ 3,185,314</b>	<b>\$ 3,310,630</b>	<b>104%</b>	<b>\$ (603,630)</b>	<b>\$ 5,792,814</b>	<b>57.15%</b>	<b>\$ 2,482,184</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 6,350</b>	<b>\$ 254,435</b>	<b>90%</b>	<b>\$ (452,914)</b>	<b>\$ (109,481)</b>	<b>-39%</b>	<b>\$ 134,881</b>	<b>\$ (452,914)</b>		
<b>Beginning fund balance</b>	<b>452,914</b>	<b>281,653</b>	<b>62%</b>	<b>452,914</b>	<b>281,653</b>	<b>62%</b>		<b>452,914</b>		
<b>Ending fund balance</b>	<b>\$ 459,264</b>	<b>\$ 536,088</b>	<b>117%</b>	<b>\$ -</b>	<b>\$ 172,172</b>	<b>-</b>		<b>\$ -</b>		



Mayor Steve Uffelman giving his Mayors Message on Facebook during the fourth quarter

### ***Building Facilities Fund***

This fund accounts for the operating costs of the city hall facility and related debt service, police facility, public works facility, Barnes Butte Complex and the community development block grant (CDBG) for the senior center. Revenue is received through rental charges to user departments, grants and activities.

Overall revenues are roughly 102 percent of the annual budget. Fourth quarter intergovernmental revenues collections were largely for the Senior Center CDBG project which is anticipated to be completed during the first quarter of FY 21. During the fourth quarter the City sold property for services associated with a pedestrian bridge for the Barnes Butte property in the amount of roughly \$150,000. Debt was refunded for the new police building which included additional dollars to complete the retrofitting needed to house the police, dispatch and information technology departments. Approximately \$9,000 in miscellaneous revenue came in for Barnes Butte support for weed spraying and ADA wagons.

Expenditures during the fourth quarter are roughly 62 percent of the annual budget. The City Hall Facilities department tracked under budget coming in at 76 percent of the annual budget and the Public Works Facility came in as anticipated at 100 percent of the annual budget. A supplemental budget was done during the fourth quarter to budget for the refunding of debt that included additional dollars for the new police building, additional grant dollars awarded for the completion of the senior center and grant dollars that were received for unanticipated costs associated with spraying noxious weeds at Barnes Butte. Capital expenditures in the Police Facility Department during the fourth quarter were mostly for the demolition and construction of the adaptation for the new police facility totaling \$1.06 million. In the CDBG- Sr. Center Department, the construction piece of the senior center rehabilitation project started in the fourth quarter with roughly \$908,100 being expended during that time. This project is expected to be completed in late summer. In the Barnes Butte Department, fourth quarter expenditures are largely associated with capital spending associated with the joints park master plan.

Fund balance increased approximately \$996,400 or 32 percent through the fourth quarter largely due to the refunding of debt and additional loan dollars received to complete the new police facility.



*Demolition to the new Police building during the fourth quarter.*

***Building Facilities Fund - Continued***

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Rent	\$ 52,775	\$ 52,800	100%	\$ 211,100	\$ 211,200	100%	\$ (100)	\$ 438,000	48.22%	\$ 226,800
Transfers	158,550	147,550	93%	634,200	584,200	92%	50,000	867,100	67.37%	282,900
Miscellaneous	1,250	13,599	1088%	5,000	33,367	667%	(28,367)	10,000	333.67%	(23,367)
Debt proceeds	1,489,500	5,958,000	400%	5,958,000	5,958,000	100%	-	5,958,000	100.00%	-
Intergovernmental	286,600	879,708	307%	1,146,400	1,132,721	99%	13,679	1,575,300	71.91%	442,579
Sale of Assets	-	150,000	-	-	150,000	-	(150,000)	-	-	(150,000)
Interest	11,250	12,338	110%	45,000	63,708	142%	(18,708)	70,000	91.01%	6,292
<b>Total revenue</b>	<b>\$ 1,999,925</b>	<b>\$ 7,213,995</b>	<b>361%</b>	<b>\$ 7,999,700</b>	<b>\$ 8,133,196</b>	<b>102%</b>	<b>\$ (133,496)</b>	<b>\$ 8,918,400</b>	<b>91.20%</b>	<b>\$ 785,204</b>
<b>Expenditures</b>										
City Hall facilities	\$ 64,000	\$ 120,233	188%	\$ 256,000	\$ 193,604	76%	\$ 62,396.00	\$ 512,300	37.79%	\$ 318,696
Police facilities	1,838,950	4,910,301	267%	7,355,800	5,520,105	75%	1,835,695	9,051,100	60.99%	3,530,995
CDBG - Sr. Center	378,825	908,088	240%	1,515,300	1,154,723	76%	360,577	1,515,300	76.20%	360,577
Public Works facilities	10,500	17,557	167%	42,000	42,039	100%	(39)	85,000	49.46%	42,961
Barnes Butte	64,050	75,905	119%	256,200	226,288	88%	29,912	361,200	62.65%	134,912
Contingency				1,232,908				27,008		27,008
<b>Total expenditures</b>	<b>\$ 2,356,325</b>	<b>\$ 6,032,084</b>	<b>256%</b>	<b>\$ 10,658,208</b>	<b>\$ 7,136,758</b>	<b>62%</b>	<b>\$ 2,288,542</b>	<b>\$ 11,551,908</b>	<b>61.78%</b>	<b>\$ 4,415,150</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (356,400)</b>	<b>\$ 1,181,910</b>	<b>38%</b>	<b>\$ (2,658,508)</b>	<b>996,438</b>	<b>32%</b>	<b>\$ (2,422,038)</b>	<b>\$ (2,633,508)</b>		
<b>Other requirements</b>										
Debt service reserve	212,900			212,900				237,900		237,900
<b>Beginning fund balance</b>	<b>2,871,408</b>	<b>3,117,775</b>	<b>109%</b>	<b>2,871,408</b>	<b>3,117,775</b>	<b>109%</b>		<b>2,871,408</b>		
<b>Ending fund balance</b>	<b>\$ 2,515,008</b>	<b>\$ 4,299,685</b>	<b>171%</b>	<b>\$ -</b>	<b>\$ 4,114,213</b>	<b>-</b>		<b>\$ -</b>		

Notes: FY20 supplemental budget per resolution no. 1446 for FY20-21 biennium



*Barnes Butte hiking views during the fourth quarter.*

**Plaza Maintenance Fund**

This fund accounts for the maintenance of the plaza joining City Hall and the Crook County Annex building. The county and the city maintain the plaza in a joint effort. Starting in 2005 the county was responsible for accounting for the maintenance of the plaza per a city and county agreement. The agreement has been revised and the city, starting FY 13, now assumes the responsibility of accounting for the plaza maintenance. Revenues are generated through a transfer from the city with matching monies from the county. Expenditures are for maintaining the landscaping, sidewalks and lighting.

Fourth quarter revenue collection was from interest. Revenues are as anticipated with the county and city agreement specifying that the ending fund balance is not to exceed \$50,000.

Fourth quarter expenditures are for contracted grounds keeping and lighting improvements that included LED retrofitting kits.

Fund balance decreased roughly -22 percent through the fourth quarter.

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Balance			
<b>Revenue</b>										
Intergovernmental	\$ 4,375	\$ -	-	\$ 17,500	\$ 6,461	37%	\$ 11,039	\$ 22,500	28.72%	\$ 16,039
Interest	250	342	137%	1,000	1,073	107%	(73)	2,000	53.66%	927
Transfers	4,375	-	-	17,500	6,461	37%	11,039	22,500	28.72%	16,039
<b>Total revenue</b>	<b>\$ 9,000</b>	<b>\$ 342</b>	<b>4%</b>	<b>\$ 36,000</b>	<b>\$ 13,995</b>	<b>39%</b>	<b>\$ 22,005</b>	<b>\$ 47,000</b>	<b>29.78%</b>	<b>\$ 33,005</b>
<b>Expenditures</b>										
Materials and services	\$ 7,250	\$ 12,958	179%	\$ 29,000	\$ 19,980	69%	\$ 9,020	\$ 43,000	46.47%	\$ 23,020
Transfers	500	2,000	400%	2,000	2,000	100%	-	4,000	50.00%	2,000
Contingency				41,318				36,318		36,318
<b>Total expenditures</b>	<b>\$ 7,750</b>	<b>\$ 14,958</b>	<b>193%</b>	<b>\$ 72,318</b>	<b>\$ 21,980</b>	<b>30%</b>	<b>\$ 9,020</b>	<b>\$ 83,318</b>	<b>26.38%</b>	<b>\$ 61,338</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 1,250</b>	<b>\$ (14,616)</b>	<b>-39%</b>	<b>\$ (36,318)</b>	<b>\$ (7,985)</b>	<b>-22%</b>	<b>\$ 12,985</b>	<b>\$ (36,318)</b>		
<b>Other requirements</b>										
Debt service reserve	-	-	-	-	-	-	-	-	-	-
<b>Beginning fund balance</b>	<b>36,318</b>	<b>37,077</b>	<b>102%</b>	<b>36,318</b>	<b>37,077</b>	<b>102%</b>		<b>36,318</b>		
<b>Ending fund balance</b>	<b>\$ 37,568</b>	<b>\$ 22,461</b>	<b>60%</b>	<b>\$ -</b>	<b>\$ 29,092</b>	<b>-</b>		<b>\$ -</b>		



Protesters in the plaza in May 2020.



**Public Works Support Services Fund**

This fund accounts for the activities of the Public Works management, support staff, fleet and vehicle maintenance costs. The primary source of revenue is charges to other funds for services.

Revenues through the fourth quarter are at roughly 94 percent of the annual budget. The State’s STP fund exchange program has made some changes in the way they distribute dollars for projects. This change pushed out intergovernmental revenue anticipated for FY20 to now be anticipated in FY21. Charges for services included \$235,000 in engineering fees from the Water SDC fund for the ASR project.

Overall expenditures through the fourth quarter are at roughly 86 percent of the annual budget with both departments coming in slightly under budget. Personnel services, in the support services department, came in under budget at year end at 98 percent of the annual budget. Fourth quarter expenditures in the fleet and vehicles department were largely associated maintenance and supplies for maintaining the equipment and vehicles.

Fund balance increased approximately \$13,000 or 7 percent through the fourth quarter.

Revenue	Current Quarter			Year to Date			Annual Est. Budget Balance	Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %				
Intergovernmental	\$ 29,250	\$ 1,025	4%	\$ 117,000	\$ 1,025	1%	\$ 115,975	\$ 236,000	0.43%	\$ 234,975
Charges for services	499,750	676,000	135%	1,999,000	1,999,000	100%	-	4,000,500	49.97%	2,001,500
Interest	875	356	41%	3,500	3,426	98%	74	7,000	48.95%	3,574
Miscellaneous	4,500	2,173	48%	18,000	2,371	13%	15,629	36,000	6.59%	33,629
<b>Total revenue</b>	<b>\$ 534,375</b>	<b>\$ 679,554</b>	<b>127%</b>	<b>\$ 2,137,500</b>	<b>\$ 2,005,822</b>	<b>94%</b>	<b>\$ 131,678</b>	<b>\$ 4,279,500</b>	<b>46.87%</b>	<b>\$ 2,273,678</b>
<b>Expenditures</b>										
Public Works Support Services	\$ 430,275	\$ 415,419	97%	\$ 1,721,100	\$ 1,682,125	98%	\$ 38,975	\$ 3,527,000	47.69%	\$ 1,844,875
Public Works Fleet and Vehicles	78,275	48,829	62%	313,100	310,736	99%	2,364	636,600	48.81%	325,864
Contingency				278,233				290,833		290,833
<b>Total expenditures</b>	<b>\$ 508,550</b>	<b>\$ 464,247</b>	<b>91%</b>	<b>\$ 2,312,433</b>	<b>\$ 1,992,860</b>	<b>86%</b>	<b>\$ 41,340</b>	<b>\$ 4,454,433</b>	<b>44.74%</b>	<b>\$ 2,461,573</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 25,825</b>	<b>\$ 215,307</b>	<b>118%</b>	<b>\$ (174,933)</b>	<b>\$ 12,962</b>	<b>7%</b>	<b>\$ 90,338</b>	<b>\$ (174,933)</b>		
<b>Beginning fund balance</b>	<b>174,933</b>	<b>183,109</b>	<b>105%</b>	<b>174,933</b>	<b>183,109</b>	<b>105%</b>		<b>174,933</b>		
<b>Ending fund balance</b>	<b>\$ 200,758</b>	<b>\$ 398,416</b>	<b>198%</b>	<b>\$ -</b>	<b>\$ 196,071</b>	<b>-</b>		<b>\$ -</b>		

Notes:

**RESOLUTION NO. 1455  
CITY OF PRINEVILLE, OREGON**

**A RESOLUTION PROVIDING THE CITY OF PRINEVILLE AUTHORIZATION TO  
EFFICIENTLY MINIMIZE OR MITIGATE THE EFFECTS OF THE COVID-19  
PANDEMIC**

**Whereas,** COVID-19 was declared a pandemic by the World Health Organization on March 11, 2020; and

**Whereas,** COVID-19 are a group of viruses that can cause respiratory disease, with the potential to cause serious illness or loss of life for individuals with underlying health conditions; and

**Whereas,** COVID-19 requires a significant amount of resources at the local level to keep the public and community informed and as safe as possible; and

**Whereas,** on March 8, 2020, Oregon Governor Kate Brown declared a state of emergency due to the COVID-19 outbreak in Oregon (Executive Order 20-03), finding that COVID-19 has created a threat to public health and safety, and constitutes a statewide emergency under ORS 401.025(1); and

**Whereas,** on March 13, 2020, the President of the United States, Donald J. Trump, declared the COVID-19 outbreak a national emergency; and

**Whereas,** on March 13, 2020, the Crook County Court declared a state of emergency relating to COVID-19 in Crook County, Oregon; and

**Whereas,** on March 13, 2020, the City Council of Prineville declared a state of emergency as a result of the COVID-19 pandemic per Resolution 1429; and

**Whereas,** on April 7, 2020, the City Council of Prineville continued the State of Emergency as a result of the COVID-19 pandemic per Resolution 1433, which expired on April 30, 2020 at 11:59 p.m.;

**Whereas,** on April 28, 2020, the City Council of Prineville continued the State of Emergency as a result of the COVID-19 pandemic per Resolution 1434, which expired on May 31, 2020 at 11:59 p.m.; and

**Whereas,** on May 26, 2020, the City Council of Prineville continued the State of Emergency as a result of the COVID-19 pandemic per Resolution 1440, which expired on June 30, 2020 at 11:59 p.m.

**Whereas,** on June 23, 2020, the City Council of Prineville continued the State of Emergency as a result of the COVID-19 pandemic per Resolution 1449, which expired on July 31, 2020 at 11:59 p.m.

**Whereas**, on July 28, 2020, the City Council of Prineville continued the State of Emergency as a result of the COVID-19 pandemic per Resolution 1454, which expired on August 31, 2020 at 11:59 p.m.

**Whereas**, the unknown duration of the COVID-19 pandemic will have significant financial impact to the community; and

**Whereas**, pursuant to ORS 401.309(1), the governing body of a city may declare, by ordinance or resolution, that a state of emergency exists within the city; and

**Whereas**, pursuant to Prineville City Code 31.05, the City of Prineville City Council may declare a state of emergency and may redirect city funds for emergency use or order such other measures as are found to be immediately necessary for the protection of life and/or property.

**NOW, THEREFORE**, the City of Prineville resolves and declares the following:

1. A State of Emergency continues to exist in the City of Prineville (City) encompassing all of the areas within city limits.
2. That the City and its officials shall continue to be authorized to take such actions and issue such orders as are determined to be necessary to protect the public and property and to efficiently conduct activities that minimize or mitigate the effect of the emergency as described in Prineville City Code 31.05.
3. The City shall continue to take all necessary steps authorized by law to coordinate response and recovery from this emergency, including, but not limited to, requesting assistance and potential reimbursements from the State of Oregon and the appropriate federal agencies.
4. That emergency procurements of goods and services are authorized pursuant to ORS 279B.080, ORS 279C.335(6), Prineville City Code 31.05, and all other applicable rules.
5. This Resolution and Declaration is effective immediately and shall remain in effect until September 30, 2020 at 11:59 p.m. unless sooner superseded.

Approved by the City Council this \_\_\_\_ day of August, 2020.

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Stephen P. Uffelmann, Mayor

ATTEST:

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Lisa Morgan, City Recorder

RESOLUTION NO. 1456  
 THE CITY COUNCIL FOR THE CITY OF PRINEVILLE DOES RESOLVE AS  
 FOLLOWS:

The following appropriation adjustments to the BN 2020-21 Budget for the first quarter of the 2<sup>nd</sup> year of the biennial 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 294.463(2), renumbered from 294.450(2):

<b>Administration/Financial Support Services Fund</b>	<b>Increase</b>	<b>Decrease</b>
Information Technology	360,000	
Contingency		360,000
	<b>360,000</b>	<b>360,000</b>

To provide for additional dollars for the 911 upgrades, and additional costs associated to the Covid-19 pandemic. It is anticipated that the majority of the additional expense will be reimbursed by the State of Oregon for Covid-19, and 911 users will cover the costs of 911 upgrades, however, we are also a user and will need to cover our portion of the upgrade. This adjustment will cover the known costs to date, a supplemental budget will need to be done at year end to recognize the reimbursements and additional costs unknown at this time.

**TOTAL BUDGET APPROPRIATION ADJUSTMENTS** **\$360,000**

The Prineville City Council adopts the budget appropriation adjustments this 25th day of August, 2020.

\_\_\_\_\_  
 Steve Uffelman, Mayor

ATTEST:

\_\_\_\_\_  
 Lisa Morgan, City Recorder