



Location: City Hall – Council Chambers
Date: February 11, 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 Rodriguez and City Manager Steve Forrester

Call to Order

Flag Salute

Additions to Agenda

Consent Agenda

- [1.](#) Regular Meeting Brief 1-28-2020
- [2.](#) The Hub, Inc. - Liquor License Application

Visitors, Appearances and Requests

3. St. Charles Prineville Update - Todd Shield Prineville Vice President

Council Business

- [4.](#) Intent to Award Prineville Senior Center Rehabilitation Project - Lori Ontko
5. Downtown Business Association - Casey Kaiser
- [6.](#) Roundabout Design Feature Survey Results and Selection - Eric Klann

Staff Reports and Requests

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

Committee Reports

Ordinances

- [9.](#) Ordinance No 1258 - Adopting Changes to Prineville Code Sections 50.15 (B)(1) and 50.16 - Steve Forrester
- [10.](#) Ordinance No 1259 - Century Link Franchise **(SECOND PRESENTATION)** - Steve Forrester

Resolutions



11. Resolution No 1422 - Authorizing a Solar Site Lease Agreement (**Postponed Until 2/25/2020**)

12. Resolution No 1423 - Authorizing a Power Purchase Agreement (**Postponed Until 2/25/2020**)

[13.](#) Resolution No 1424 - Approving an IGA for Central Oregon Public Works Partnership - Scott Smith

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

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

City Council Meeting Brief
January 28, 2020

Council Members Present:

Gail Merritt
Steve Uffelman
Teresa Rodriguez
Jeff Papke

Janet Hutchison
Patricia Jungmann
Jason Beebe

Council Members Absent

None.

Additions to the Agenda

Postpone Resolutions No. 1422 & 1423 and Ordinance No 1258 to the February 11, 2020 Council meeting and add Real Property to Executive Session Pursuant to ORS 192.660 (2) (e).

Consent Agenda

1. Regular Meeting Brief 1-14-2020

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

Visitors, Appearances and Requests:

Public Appearances

No one came forward.

Council Business

2. **Reading of a Proclamation – Year of the Cowboy – Mayor Uffelman**

Mayor Uffelman read the proclamation into the record and presented it to Jason Snyder. Mr. Snyder thanked everyone for their support.

3. Budget Committee Appointments – Mayor Uffelman

Mayor Uffelman referred to the volunteer applications previously distributed to council for review explaining that three applications were received for two vacancies. Mayor Uffelman explained that since we now have a biennial budget that the terms are going from three years to four years.

Councilor Papke made a motion to appoint Dr. Paul Slater and Jim Hunter to the Budget Committee for a four year term. Motion seconded. There was discussion on motion. All in favor, motion carried.

Staff Reports and Requests:

4. Manager's Report

Steve Forrester, City Manager reported: the Lamonta well re-drilling is going good and will provide an increase of 500 – 600 gallons per minute; there is a Public Safety Committee meeting Thursday; there are three strong lateral candidates to fill an officer position; Rebeka is at DPSST Dispatch training; and there are over 120 signed up for the Super Bowl Scramble at Meadow Lakes.

There were no questions.

Committee Reports

Councilor Hutchison attended her first Ochoco Forest Collaboration meeting today.

Councilor Papke stated that he appreciates all of the help from Eric Klann, Public Works Director for working with the students on the wagon project which is on schedule.

Ordinances:

5. Ordinance No. 1257 – Amending Chapter 152 to Update Accessory Dwelling Units Standards and Codes – Josh Smith

Josh Smith, Planning Director presented the staff report noting that nothing has changed since the public hearing on January 14th.

Jered Reid, City Attorney stated the legal process and that the charter allows for ordinances to be passed the first presentation if the quorum of councilors unanimously approves the ordinance. Mr. Reid explained he would like to utilize this method going forward to make the process more efficient, especially since this was already reviewed during the public hearing at the last meeting, then presenting it now and possibly a second time. Mr. Reid added that unless there is an emergency clause it still would take 30 days to become effective. However, it has to be passed unanimously by a quorum and has to be published a week in advance which this ordinance was.

Council agreed that this would be a more efficient way moving forward.

There were no questions.

Councilor Merritt made a motion to approve Ordinance No. 1257. Motion seconded. No discussion on motion. All in favor, motion carried unanimously.

6. Ordinance No. 1258 – Solid Waste Franchise – Steve Forrester

This ordinance is postponed.

7. Ordinance No. 1259 – Century Link Franchise (FIRST PRESENTATION) – Jered Reid

Mr. Reid provided the background information for the franchise adding that this does not require a public hearing and will have two presentations since it was not published online one week in advance of the presentation.

There were discussions regarding Section 11.3 if equipment was abandoned and Mr. Reid explained at that point we would be able to do an abandonment process or force Century Link to remove.

Councilor Merritt made a motion to approve Ordinance No 1259 for its first presentation. Motion seconded. No discussion on motion. All in favor, motion carried.

Resolutions:

8. Resolution No. 1422 – Authorizing a Solar Site Lease Agreement

This resolution is postponed.

9. Resolution No. 1423 – Authorizing a Power Purchase Agreement

This resolution is postponed.

Visitors Appearances and Requests:

No one came forward.

Mayor Uffelman read the Executive Session script into the record.

Meeting adjourned to Executive Session Pursuant to ORS 192.660 (2) (i) & 192.660 (8) – Performance Evaluation and ORS 192.660 (2) (h) Litigation and ORS 192.660 (2) (e) Real Property at 7:24 P.M.

Meeting reconvened to open session at 8:45 P.M.

Councilor Papke made a motion to award Steve Forrester an increase in base pay to \$145,000.00, an increase in car allowance to \$750.00 per month and a bonus of \$20,000.00. Motion seconded. No discussion on motion. All in favor, motion carried.

Adjourn

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

Meeting adjourned at 8:46 P.M.

Motions and Outcomes:

Motion:	Outcome	Beebe	Hutchison	Jungmann	Merritt	Papke	Rodriguez	Uffelman
Consent Agenda	PASSED	Y	Y	Y	Y	Y	Y	Y
Motion to Appoint Dr. Paul Slater and Jim Hunter to the Budget Committee for a Four Year Term	PASSED	Y	Y	Y	Y	Y	Y	Y
Ordinance No. 1257 – Amending Chapter 152 to Update Accessory Dwelling Units Standards and Codes	PASSED	Y	Y	Y	Y	Y	Y	Y
Ordinance No. 1258 – Solid Waste Franchise	POSTPONED	-	-	-	-	-	-	-
Ordinance No. 1259 – Century Link Franchise (FIRST PRESENTATION)	PASSED	Y	Y	Y	Y	Y	Y	Y
Resolution No. 1422 – Authorizing a Solar Site Lease Agreement	POSTPONED	-	-	-	-	-	-	-
Resolution No. 1423 – Authorizing a Power Purchase Agreement	POSTPONED	-	-	-	-	-	-	-
Motion to Award Steve Forrester an Increase in Base Pay to \$145,600.00, an Increase in Car Allowance to \$750.00 per month and a Bonus of \$20,000.00.	PASSED	Y	Y	Y	Y	Y	Y	Y
Adjourn Meeting	PASSED	Y	Y	Y	Y	Y	Y	Y

Public Records Disclosure

Under the Oregon public records law, all documents referred to in this session are available at the City’s website. www.cityofprineville.com. An electronic copy of the meeting packet is available for download at www.cityofprineville.com/packets. A full recording of this meeting is available at www.cityofprineville.com/meetings



LIQUOR LICENSE APPLICATION

1. Application. **Do not include** any OLCC fees with your application packet (the license fee will be collected at a later time). Application is being made for:

License Applied For:	CITY AND COUNTY USE ONLY
<input type="checkbox"/> Brewery 1 st Location	Date application received and/or date stamp:
<input type="checkbox"/> Brewery 2 nd Location	
<input type="checkbox"/> Brewery 3 rd Location	Name of City or County:
<input type="checkbox"/> Brewery-Public House 1 st location	
<input type="checkbox"/> Brewery-Public House 2 nd location	Recommends this license be: <input type="checkbox"/> Granted <input type="checkbox"/> Denied
<input type="checkbox"/> Brewery-Public House 3 rd location	
<input type="checkbox"/> Distillery	By: _____
<input checked="" type="checkbox"/> Full On-Premises, Commercial	
<input type="checkbox"/> Full On-Premises, Caterer	Date: _____
<input type="checkbox"/> Full On-Premises, Passenger Carrier	
<input type="checkbox"/> Full On-Premises, Other Public Location	OLCC USE ONLY
<input type="checkbox"/> Full On-Premises, For Profit Private Club	
<input type="checkbox"/> Full On-Premises, Nonprofit Private Club	Date application received:
<input type="checkbox"/> Grower Sales Privilege 1 st location	_____ 01/24/2020 _____
<input type="checkbox"/> Grower Sales Privilege 2 nd location	By: <u>Mari Nagi</u>
<input type="checkbox"/> Grower Sales Privilege 3 rd location	
<input type="checkbox"/> Limited On-Premises	License Action(s): <u>N/O</u>
<input type="checkbox"/> Off-Premises	
<input type="checkbox"/> Off-Premises with Fuel Pumps	
<input type="checkbox"/> Warehouse	
<input type="checkbox"/> Wholesale Malt Beverage & Wine	
<input type="checkbox"/> Winery 1 st Location	
<input type="checkbox"/> Winery 2 nd Location	
<input type="checkbox"/> Winery 3 rd Location	

2. Identify the applicant(s) applying for the license(s). ENTITY (example: corporation or LLC) or INDIVIDUAL(S) applying for the license(s):

The Hub Inc _____

(Applicant #1) _____ (Applicant #2)

_____ (Applicant #3) _____ (Applicant #4)

RECEIVED

JAN 24 2020

Oregon Liquor Control Commission
Bend, Oregon

3. Trade Name of the Business (Name Customers Will See)
The Hub

4. Business Address (Number and Street Address of the Location that will have the liquor license)

1053 NW Madras Hwy

City Prineville	County Crook	Zip Code 97754
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LIQUOR LICENSE APPLICATION

5. Trade Name of the Business (Name Customers Will See) The Hub			
6. Does the business address currently have an OLCC liquor license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
7. Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
8. Mailing Address/PO Box, Number, Street, Rural Route (where the OLCC will send your mail) 1053 NW Madras Hwy			
City Prineville	State OR	Zip Code 97754	
9. Phone Number of the Business Location 5419030913		10. Email Contact for this Application kara@connectatthehub.com	
11. Contact Person for this Application Kara Becker		Phone Number [REDACTED]	
Contact Person's Mailing Address (if different)	City	State	Zip Code

Please note that liquor license applications are public records. A copy of the application will be posted on the OLCC website for a period of several weeks.

I understand that marijuana (such as use, consumption, ingestion, inhalation, samples, give-away, sale, etc.) is **prohibited** on the licensed premises.

I attest that all answers on all forms, documents, and information provided to the OLCC are true and complete.

Applicant Signature(s)

- Each individual person listed as an applicant must sign the application.
- If an applicant is an entity, such as a corporation or LLC, at least one person who is authorized to sign for the entity must sign the application.
- A person with the authority to sign on behalf of the applicant (such as the applicant's attorney or a person with power of attorney) may sign the application. If a person other than an applicant signs the application, please provide proof of signature authority.

Kara Becker, President (Applicant #1) [Signature] (Applicant #2)

_____ (Applicant #3) _____ (Applicant #4)



OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY FORM

1. Name: (LAST)Becker		(FIRST)Kara	(MIDDLE)Lynn
2. Other Names Used (Maiden, Etc.):Kara Lynn Brune			
3. Do you have a Social Security Number (SSN) issued by the U.S. Social Security Administration? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide your SSN: [REDACTED]			
<p>SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below.</p> <p>Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC§ 552(a).</p> <p>Do you voluntarily consent to the OLCC's use of your SSN as just described? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>			
4. Date of Birth (MM/DD/YYYY): 09 / 01 / [REDACTED]		5. Contact Phone: 541 [REDACTED]	
6. Driver License or State ID #: [REDACTED]		7. State: OR	
8. Residence Address: [REDACTED]			
9. Mailing Address (if different):			
10. E-Mail (optional): KARA@CONNECTATTHEHUB.COM			
11. Do you have a spouse or domestic partner? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, list his/her full name: JOSEPH RAYMOND BECKER			
12. If yes to #11, will this person be involved in the management of, or have control over the business? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
13. In the past 10 years, have you been convicted ("convicted" includes paying a fine) in Oregon or another U.S. state of driving a car with a suspended driver license or driving a car with no insurance? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)			
14. In the past 10 years, have you been convicted ("convicted" includes paying a fine) in Oregon or another U.S. state of a FELONY ? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)			
15. Have you ever been in a drug or alcohol diversion program in Oregon or another U.S. state? A diversion program is where you are required, usually by the court or another government agency, to complete certain requirements in place of being convicted of a drug or alcohol-related offense. <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)			

16. Do you, or any legal entity that you are a part of, **currently hold** or **have previously held** a liquor license or a recreational marijuana license in Oregon or another U.S. state? (Note: alcohol service permits and marijuana worker permits are not liquor licenses).

No Yes (Please include explanation below) Unsure (Please include explanation below)

17. Have you, or any legal entity that you are a part of, **ever** had an application for a license, permit, or certificate **denied or cancelled** by the OLCC or any other governmental agency in the U.S.?

No Yes (Please include explanation below) Unsure (Please include explanation below)

18. Are you applying for a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license?

No Please skip questions 19 & 20. Go directly to question 21.

Yes Please answer questions 19, 20, and 21.

19. Do you or will you have any ownership interest in a business that manufactures, wholesales, or distributes alcohol in Oregon or another U.S. state?

No Yes (Please include explanation below) Unsure (Please include explanation below)

20. Does or will an alcohol manufacturer, wholesaler, or distributor in Oregon or another U.S. state have any ownership interest in your business?

No Yes (Please include explanation below) Unsure (Please include explanation below)

21. Do you currently have, or will you have, any ownership interest in any business in Oregon with a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license?

No Yes (Please include explanation below) Unsure (Please include explanation below)

You must sign your own form. Another person, like your attorney or a person with power of attorney, may not sign your form. I affirm that my answers are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to, criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Name: (LAST)

BECKER

(FIRST)

KARA

(MIDDLE)

LYNN

Signature:

Kara A. Becker

Date:

12/28/2019



OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY FORM

1. Name: (LAST)Becker		(FIRST)JOSEPH	(MIDDLE)RAYMOND
2. Other Names Used (Maiden, Etc.):			
3. Do you have a Social Security Number (SSN) issued by the U.S. Social Security Administration? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide your SSN: [REDACTED]			
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6. Driver License or State ID #: [REDACTED]		7. State: OR	
8. Residence Address: [REDACTED]			
9. Mailing Address (if different):			
10. E-Mail (optional): JOE@CONNECTATTHEHUB.COM			
11. Do you have a spouse or domestic partner? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, list his/her full name: JOSEPH RAYMOND BECKER			
12. If yes to #11, will this person be involved in the management of, or have control over the business? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
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No Yes (Please include explanation below) Unsure (Please include explanation below)

17. Have you, or any legal entity that you are a part of, **ever** had an application for a license, permit, or certificate **denied or cancelled** by the OLCC or any other governmental agency in the U.S.?

No Yes (Please include explanation below) Unsure (Please include explanation below)

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 Yes Please answer questions 19, 20, and 21.

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No Yes (Please include explanation below) Unsure (Please include explanation below)

20. Does or will an alcohol manufacturer, wholesaler, or distributor in Oregon or another U.S. state have any ownership interest in your business?

No Yes (Please include explanation below) Unsure (Please include explanation below)

21. Do you currently have, or will you have, any ownership interest in any business in Oregon with a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license?

No Yes (Please include explanation below) Unsure (Please include explanation below)

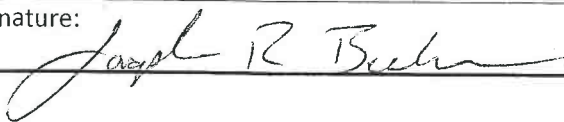
You must sign your own form. Another person, like your attorney or a person with power of attorney, may not sign your form. I affirm that my answers are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to, criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Name: (LAST)
BECKER

(FIRST)
JOSEPH

(MIDDLE)
RAYMOND

Signature:



Date:

12/28/2019



OREGON LIQUOR CONTROL COMMISSION
BUSINESS INFORMATION

Please Print or Type

Applicant Name: The Hub Inc Phone: 541-903-0913

Trade Name (dba): The Hub

Business Location Address: 1053 NW Madras Hwy

City: Prineville ZIP Code: 97154

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday 4:30 pm to 7:30 pm
Monday 8 am to 5 pm
Tuesday 8 am to 5 pm
Wednesday 8 am to 5 pm
Thursday 8 am to 5 pm
Friday 8 am to 5 pm
Saturday 10 am to 4 pm

Outdoor Area Hours: na

Sunday _____ to _____
Monday _____ to _____
Tuesday _____ to _____
Wednesday _____ to _____
Thursday _____ to _____
Friday _____ to _____
Saturday _____ to _____

The outdoor area is used for:

- Food service Hours: _____ to _____
- Alcohol service Hours: _____ to _____
- Enclosed, how _____

The exterior area is adequately viewed and/or supervised by Service Permittees.

(Investigator's Initials)

Seasonal Variations: Yes No If yes, explain: Plan to be open late for events 5pm to 8pm.

ENTERTAINMENT

Check all that apply:

- Live Music
- Recorded Music
- DJ Music
- Dancing
- Nude Entertainers
- Karaoke
- Coin-operated Games
- Video Lottery Machines
- Social Gaming
- Pool Tables
- Other: _____

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday _____ to _____
Monday _____ to _____
Tuesday _____ to _____
Wednesday _____ to _____
Thursday 12 pm to 1 pm
Friday _____ to _____
Saturday _____ to _____

SEATING COUNT

Restaurant: ~~28~~ 40 Outdoor: _____
Lounge: _____ Other (explain): _____
Banquet: _____ Total Seating: ~~28~~ 40

OLCC USE ONLY
Investigator Verified Seating: ___(Y)___(N)
Investigator Initials: _____
Date: _____

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: Kara Becker Date: 1/5/2020



STAFF REPORT

MEETING DATE: 2/11/2020 **PREPARED BY:** Lori Ontko
SECTION: Council Business **DEPARTMENT:** Administration
CITY GOAL: Quality Municipal Services and Programs, Position City for the Future
SUBJECT: Prineville Senior Center Rehabilitation

REASON FOR CONSIDERATION:

Upgrade and renovate to address safety issues and future needs

BACKGROUND:

On September 13, 2016 City Council approved Resolution No 1302 to support the City in applying for a 2016 Community Development Block Grant (CDBG) on behalf of the Prineville Senior Center for rehabilitation that addresses safety issues and the buildings integrity. This grant round was not successful.

The city re-applied for the 2017 CDBG round and was successful in securing \$962,271 based on the engineers estimate at that time.

The project went out to bid and unfortunately we only had one bid coming in at approximately \$1.2 million for the base bid. The bid was rejected due to the price exceeding the grant amount.

A third party cost estimator was hired to update the rehabilitation pricing, allowing us to apply for a second CDBG round which would help secure funding up to 1.5 Million dollars which Council approved with Resolution No 1407 in August, 2019. We were notified in December, 2019 that we were successful in receiving the maximum grant amount allowed of \$1.5 million for this type of project.

We re-issued the invitation to bid with a mandatory pre-bid meeting and had four contractors provide us with bids on January 30th.

Base Bid Results:

Griffin Construction	\$1,117,053.00
2KG	\$1,185,000.00
L. Scott Goodrich	\$1,234,325.00
SMAF Construction	\$1,529,273.15

Alternates were also included in the overall bid, which permits additional needed items to be added into the project as funding allows.

FISCAL IMPACT:

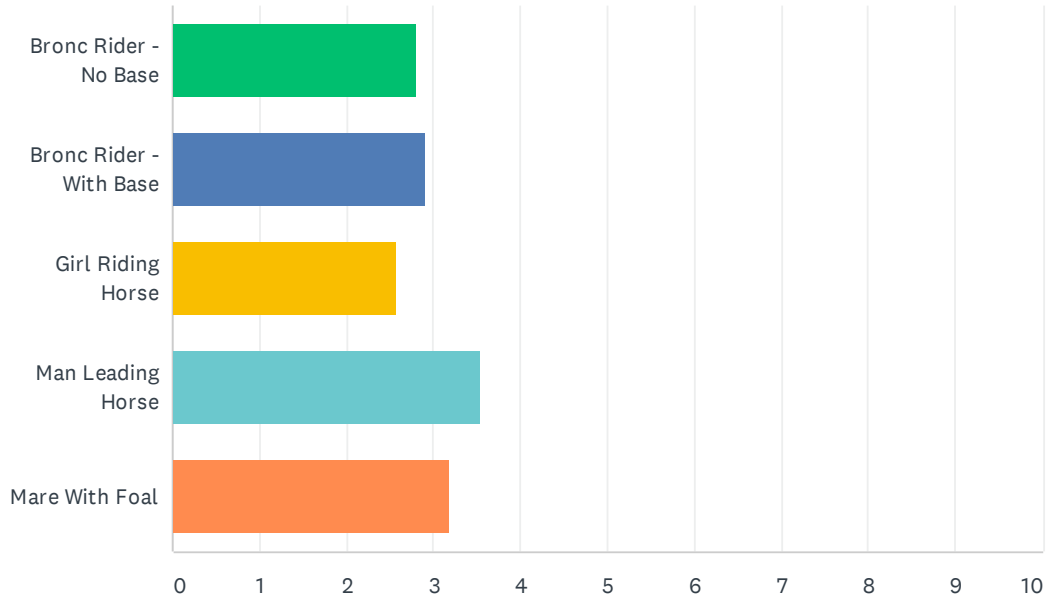
Secured Grant funding for the project through a Community Development Block Grant dispersed through Business Oregon.

RECOMMENDATION:

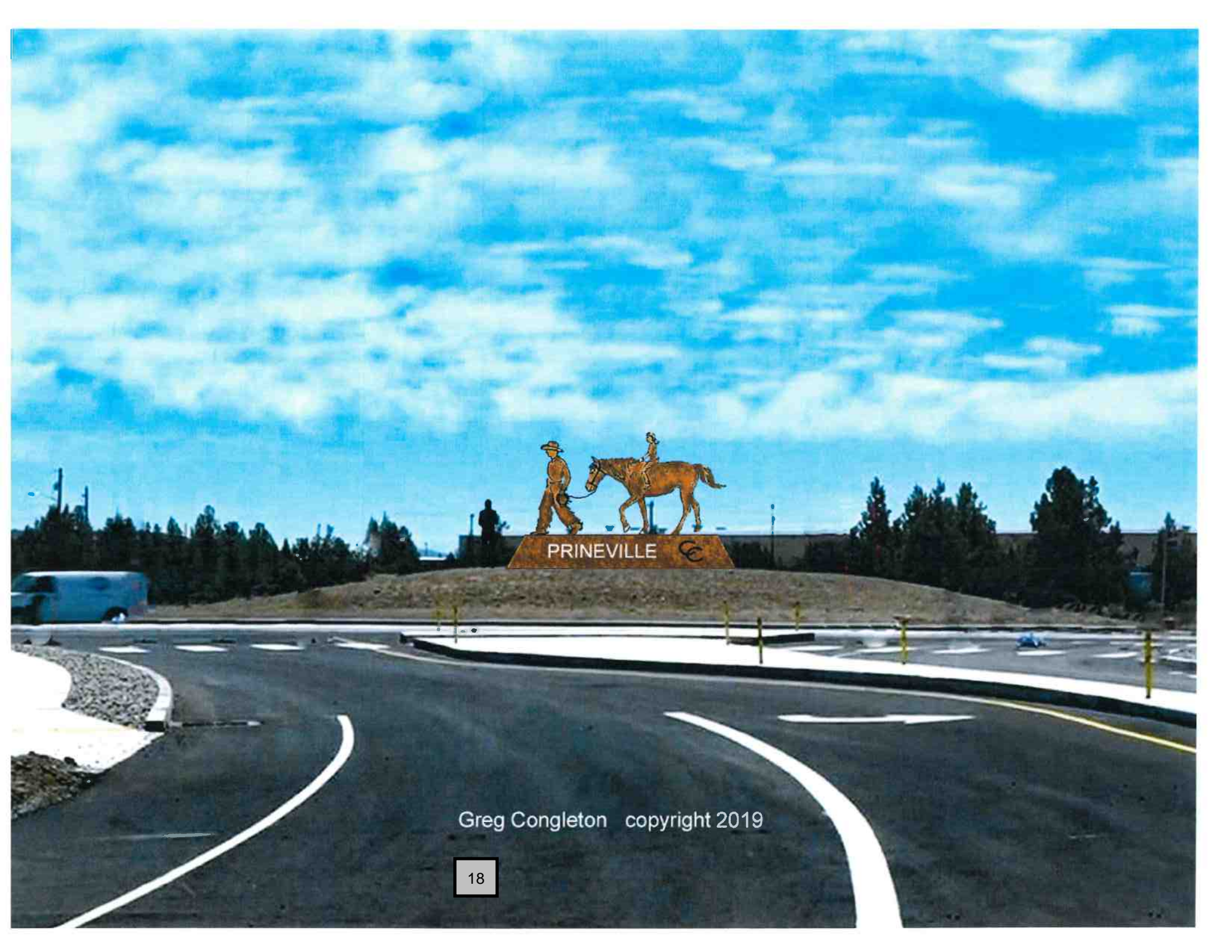
City Staff along with representatives of the Prineville Senior Center recommend the project be awarded to Griffin Construction LLC., of Prineville, Oregon for the base bid amount of \$1,117,000.00

Q1 Please rank designs for the roundabout feature in order of preference, 1 being the highest.

Answered: 2,814 Skipped: 0



	1	2	3	4	5	TOTAL	SCORE
Bronc Rider - No Base	17.06% 480	18.94% 533	17.24% 485	20.36% 573	26.40% 743	2,814	2.80
Bronc Rider - With Base	15.49% 436	21.36% 601	19.12% 538	26.62% 749	17.41% 490	2,814	2.91
Girl Riding Horse	9.52% 268	17.45% 491	23.92% 673	20.01% 563	29.10% 819	2,814	2.58
Man Leading Horse	31.52% 887	22.14% 623	21.75% 612	16.81% 473	7.78% 219	2,814	3.53
Mare With Foal	26.40% 743	20.11% 566	17.98% 506	16.20% 456	19.30% 543	2,814	3.18



Greg Congleton copyright 2019



*City of Prineville, Oregon
Financial Report
Second Quarter Ended December 31, 2019*

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, 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 second quarter ending December 31, 2019, the City’s financial condition decreased by approximately \$703,600 or -3 percent. Funds with a significant negative impact to fund balance include Transportation, Planning, Wastewater SDC, Airport, and the Public Works Support Services Fund. Funds with significant increases in fund balance include the General Fund, Emergency Dispatch, PERS/POB, and Golf Course. Budgeted capital improvements are the largest contributor to the decrease in the City’s financial condition. Overall audited beginning fund balances totaled approximately \$379,200 more than budgeted fund balances.

Through the second quarter, General Fund revenues came in at roughly 61 percent of the annual budget or \$4 million. Property tax revenue is at \$2.09 million with \$2.06 million coming in during the second quarter. This is up compared to the prior year by approximately \$112,000. Transient lodging taxes are down in comparison to the prior year quarter end by roughly \$20,700. Franchise fees are at roughly 43 percent of the annual budget with collection increasing approximately \$117,800 over the prior year at second quarter end. Electrical franchise fees continue to be on the rise and are up over the prior year at quarter end roughly \$104,800 with the continued build outs of the data centers. The Police Department and Crook County Sheriff’s office was able to put their fundraising efforts to use by having their inaugural Crook County Shop with a Cop day during the second quarter. Overall, the General fund realized an increase in fund balance of roughly 41 percent or approximately \$888,800 through the second quarter.

The Transportation’s fund balance decreased roughly \$486,000 or -125 percent through the second quarter. This is anticipated with the timing in which street projects are completed versus the timing in which revenue for the fund is received. Revenues came in as anticipated during the second quarter. Capital improvements during the second quarter were associated with roughly \$727,500 for the completion of the 2019 paving project which rehabilitated approximately 762,000 square feet of city streets, and \$44,000 for a joint project with the Ochoco Irrigation

December 31, 2019

District for a canal piping project. Reimbursements for the joint project are expected this summer.

In the Planning Department, development continues with second quarter highlights including the completion of the approval process for another 437,000 square foot data center just as the one million square foot data center approved in the prior year completed construction. Also in the second quarter were roughly 12 housing starts and a multi-housing unit all paying SDC's. Overall expenditures are as anticipated with materials and services tracking under budget at quarter end. Fund balance decreased roughly -30 percent.

Through the second quarter, fund balance decreased in all the 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 completion of the the Elm Street Bridge project which is partially reimbursed through an ODOT grant. 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 10th and Main Street sewer interceptor project.

Fund balance increased roughly 37 percent in the PERS/ POB Fund through the second quarter. The city receives a PERS rate credit from the creation of a side account that was made in March 2019. In December 2019, the City was able to use this 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.

Through the second quarter the railroad increased its revenue over the prior year by roughly 27 percent with significant increases in switching, car repair, and freight depot. The overall car count is down by approximately 38 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 second quarter end is approximately \$455 compared to \$410 the prior year. Materials and services are at roughly 69 percent of the annual budget or \$191,500, which includes approximately \$67,000 in liability insurance expenditures and \$30,000 in repairs due to lightening damage from the first quarter. Through the second quarter, fund balance decreased roughly \$20,100 or -2 percent.

In the Airport Fund, fund balance decreased approximately -32 percent. Operating revenues are down -17 percent and operating expenses are down -12 percent in comparison to the prior year at quarter end. Fuel sales are down roughly -20 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. The fire season was slow this last summer which meant there was a decrease in Jet A fuel sales in comparison to the prior year. Also contributing the decrease in fuel sales is Hillsboro Aero Academy getting their own fuel system where previously they were

December 31, 2019

still coming to the Prineville Airport to get fuel. During the second quarter, the new fuel system became operational and prep to remove the old fuel tanks took place. Design, engineering and the environmental study for the runway 28 project neared completion and construction is expected to start in spring 2021. Inventory at quarter end totaled approximately \$64,900.

Meadow Lakes Golf shows an increase in fund balance through the second quarter of approximately \$771,500 or 156 percent. This is largely due to a \$750,000 transfer from the Wastewater Fund to support the irrigation replacement project that got on its way during the first quarter. Operating revenue for the golf course is up in comparison to the prior year roughly 6 percent, despite being closed 11 more days than the prior year at quarter end. Rounds of golf are up approximately 610 rounds in comparison to the prior year at quarter end. Golf course operating expenditures are also up roughly 6 percent with personnel services, golf course supplies and transfers all up over the prior year. During the second quarter, phase 1 of the irrigation project was completed and phase 2 was started.

In the Administration and Financial Support Services the fund balance decreased roughly -17 percent. Expenditures are tracking under budget in the City Council, Administrative Services and Financial Services departments at second 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 and the annual renewal of software maintenance agreements. The additional revenue for the installation of 911 equipment and maintenance are expected to offset the expenses and it is undetermined at this time if a budget adjustment will be needed.

Other Internal Service Funds are as anticipated and expect to balance out during the remaining quarters.

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

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	\$ 4,003,178	\$ 3,114,400	\$ 3,042,104	\$ 888,778	41%
Transportation	456,058	389,300	789,189	1,275,167	(96,679)	(485,979)	-125%
Emergency Dispatch	376,056	505,672	907,191	798,653	614,210	108,538	21%
Planning	240,958	241,206	126,058	199,282	167,982	(73,224)	-30%
Transportation SDC	1,400,086	1,500,752	1,745,550	1,940,101	1,306,201	(194,551)	-13%
Water SDC	2,186,423	1,710,798	2,994,156	3,238,837	1,466,117	(244,681)	-14%
Wastewater SDC	3,090,992	3,127,929	109,350	895,878	2,341,401	(786,528)	-25%
PERS / POB	608,691	594,230	297,708	78,518	813,420	219,190	37%
Railroad	1,145,793	1,127,670	410,647	430,736	1,107,581	(20,089)	-2%
Airport	13,215	163,420	399,028	451,310	111,137	(52,283)	-32%
Water	585,270	783,298	1,680,577	1,646,144	817,731	34,433	4%
Wastewater	3,932,316	3,940,686	1,994,294	2,546,533	3,388,447	(552,239)	-14%
Golf Course and Restaurant	483,295	494,280	1,345,831	574,303	1,265,808	771,528	156%
Administration and Financial Services	452,914	281,654	1,356,484	1,403,250	234,888	(46,766)	-17%
Building Facilities	2,871,408	3,117,775	479,270	585,191	3,011,854	(105,921)	-3%
Plaza Maintenance	36,318	37,079	13,432	3,508	47,003	9,924	27%
Public Works Support Services	174,933	183,109	884,562	1,058,345	9,326	(173,783)	-95%
Totals	\$ 19,973,012	\$ 20,352,184	\$ 19,536,505	\$ 20,240,154	\$ 19,648,535	\$ (703,649)	-3%



The swearing in ceremony for Officer Adkins during the second 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 revenue collection through the second quarter is at approximately \$4 million or 61 percent of the annual budget. Year to date property tax revenue is roughly \$2.09 million or 94 percent of the annual budget and up over the prior year at quarter end by approximately \$112,000. Transient lodging taxes are down in comparison to the prior year quarter end by roughly \$20,700. Franchise fees are at roughly 43 percent of the annual budget with collection increasing approximately \$117,800 over prior year's second quarter. Electrical franchise fees continue to be on the rise and are up over the prior year at quarter end roughly \$104,800 with the continued build outs of the data centers.

The Police Department and Crook County Sheriff's office had their inaugural Crook County Shop with a Cop day during the second quarter. They both used many different avenues to raise money for the program. In prior years, the officers supported neighboring communities and their programs. Also, throughout the second quarter the Police Department continued with its Random Acts of Kindness campaign where instead of tickets they were giving gift cards to unsuspecting community members.

Police spending for the first quarter of the year was at approximately 51 percent of the annual budget. Personnel services are at roughly 51 percent of the annual budget and over time is approximately 58 percent of the annual budget. Largely contributing to the spike in overtime were seasonal activities like the rodeo and horse races requiring increased services, background checks for new communication officers, and being tight staffed with an officer being on family medical leave.

Overall, the General Fund realized an increase in fund balance of roughly 41 percent through the second quarter largely due to the receipt of over \$2 million in property taxes during the second quarter.

General Fund - Continued

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			
Property taxes	\$ 557,500	\$ 2,062,869	370%	\$ 2,230,000	\$ 2,094,686	94%	\$ 135,314	\$ 4,570,000	45.8%	\$ 2,475,314
Transient lodging tax	95,000	81,794	86%	380,000	227,041	60%	152,959	760,000	29.9%	532,959
Franchise fees	787,500	716,581	91%	3,150,000	1,362,044	43%	1,787,956	6,558,000	20.8%	5,195,956
Licenses and permits	2,200	365	17%	8,800	4,122	47%	4,679	17,200	24.0%	13,079
Intergovernmental revenues	112,300	47,577	42%	449,200	97,002	22%	352,198	866,000	11.2%	768,998
Charges for services	68,750	125,015	182%	275,000	127,515	46%	147,485	560,000	22.8%	432,485
Interest	10,000	11,201	112%	40,000	20,891	52%	19,109	80,000	26.1%	59,109
Miscellaneous	10,000	20,768	208%	40,000	69,877	175%	(29,877)	81,000	86.3%	11,123
Total revenue	\$ 1,643,250	\$ 3,066,170	187%	\$ 6,573,000	\$ 4,003,178	61%	\$ 2,569,822	\$ 13,492,200	29.7%	\$ 9,489,022
Expenditures										
Police	\$ 1,349,750	\$ 1,326,130	98%	\$ 5,399,000	\$ 2,732,456	51%	\$ 2,666,544	\$ 11,102,100	24.6%	8,369,644
Non-departmental	240,425	186,563	78%	961,700	381,944	40%	579,756	2,210,900	17.3%	1,828,956
Contingency				2,130,586				2,097,486		2,097,486
Total expenditures	\$ 1,590,175	\$ 1,512,693	95%	\$ 8,491,286	\$ 3,114,400	37%	\$ 3,246,300	\$ 15,410,486	20.2%	\$ 10,198,600
Revenue over (under) expenditures	\$ 53,075	\$ 1,553,477	72%	\$ (1,918,286)	\$ 888,778	41%	\$ (676,478)	\$ (1,918,286)		
Beginning fund balance	1,918,286	2,153,326	112%	1,918,286	2,153,326	112%	1,918,286	1,918,286		
Ending fund balance	\$ 1,971,361	\$ 3,706,803	188%	\$ -	\$ 3,042,104	-	\$ 1,241,808	\$ -		



The Prineville Police Department escorting the kids selected for the first annual Crook County Shop with a Cop program.

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 second quarter is at approximately 49 percent of the annual budget. Intergovernmental revenue collection is at 47 percent of the annual budget with second quarter state gas tax collection coming in at roughly \$190,500.

Expenditures through the second quarter are approximately 62 percent of the annual budget. Materials and services are at 68 percent of the annual budget with roughly \$46,800 being spent on the street striping project during the second quarter. Maintenance costs are trending up and materials and services may require a budget adjustment. Capital improvements during the second quarter included roughly \$727,500 for the completion of the 2019 paving project which rehabilitated approximately 762,000 square feet of city streets and \$44,000 for a joint project with the Ochoco Irrigation District for a canal piping project. Reimbursements for the joint project are expected this summer.

Fund balance decrease roughly \$486,000 or -125 percent through the second quarter. This is anticipated with the timing in which street projects are completed versus the timing in which revenue for the fund is received. Fund balance is anticipated to recover by yearend.

	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			
Revenue										
Franchise fees	\$ 81,750	\$ 81,750	100%	\$ 327,000	\$ 163,500	50%	\$ 163,500	\$ 665,000	24.6%	\$ 501,500
Intergovernmental	239,075	219,802	92%	956,300	453,856	47%	502,444	1,962,700	23.1%	1,508,844
Transfers	75,000	75,000	100%	300,000	150,000	50%	150,000	700,000	21.4%	550,000
Interest	1,250	561	45%	5,000	3,921	78%	1,079	10,000	39.2%	6,079
Miscellaneous	4,750	10,912	230%	19,000	17,913	94%	1,088	28,000	64.0%	10,088
Total revenue	\$ 401,825	\$ 388,024	97%	\$ 1,607,300	\$ 789,189	49%	\$ 818,111	\$ 3,365,700	23.4%	\$ 2,576,511
Expenditures										
Personnel services	\$ 62,800	\$ 59,795	95%	\$ 251,200	\$ 120,199	48%	\$ 131,001	\$ 512,100	23.5%	391,901
Material and services	62,150	75,162	121%	248,600	168,938	68%	79,662	501,000	33.7%	332,062
Capital outlay										
Improvements	243,425	782,946	322%	973,700	801,981	82%	171,719	1,833,400	43.7%	1,031,419
Transfers	92,025	92,025	100%	368,100	184,050	50%	184,050	735,300	25.0%	551,250
Contingency				221,758				239,958		239,958
Total expenditures	\$ 460,400	\$ 1,009,927	219%	\$ 2,063,358	\$ 1,275,167	62%	\$ 566,433	\$ 3,821,758	33.4%	\$ 2,546,591
Revenue over (under) expenditures	\$ (58,575)	\$ (621,903)	-160%	\$ (456,058)	\$ (485,979)	-125%	\$ 251,679	\$ (456,058)		
Beginning fund balance	456,058	389,300	85%	456,058	389,300	85%		456,058		
Ending fund balance	\$ 397,483	\$ (232,603)	-	\$ -	\$ (96,679)	-		\$ -		

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 \$907,200 or 56 percent of the annual budget. Second quarter intergovernmental revenue collection was at roughly \$187,100 with \$103,000 coming from the county for services and \$77,100 coming in from the state from E-911 taxes.

Expenditures are at approximately \$798,653 or 40 percent of the annual budget. Personnel services are 45 percent of the annual budget with overtime coming in at roughly 87 percent of the annual budget. Through the second quarter, staff turnover continued to be at a high rate and open positions are looking to be filled. Materials and services are at roughly 59 percent of the annual budget with annual service agreements for equipment maintenance totaling approximately \$38,000 and annual GIS partner fees totaling roughly \$6,5000 coming due in the second quarter.

Fund balance increased roughly \$108,500 or 21 percent through the second 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			
Revenue										
Intergovernmental	\$ 225,450	\$ 187,118	83%	\$ 901,800	\$ 547,309	61%	\$ 354,491	\$ 1,874,200	29.2%	\$ 1,326,891
Miscellaneous	1,000	-	-	4,000	15	0%	3,985	8,000	0.2%	7,985
Interest	2,500	3,024	121%	10,000	6,167	62%	3,833	20,000	30.8%	13,833
Transfers from other funds	176,850.00	176,850	100%	707,400	353,700	50%	353,700	1,501,700	23.6%	1,148,000
Total revenue	\$ 405,800	\$ 366,992	90%	\$ 1,623,200	\$ 907,191	56%	\$ 716,009	\$ 3,403,900	26.7%	\$ 2,496,709
Expenditures										
Personnel services	\$ 299,200.00	\$ 264,964	89%	\$ 1,196,800	\$ 540,789	45%	\$ 656,011	\$ 2,457,100	22.0%	\$ 1,916,311
Material and services	70,025	71,262	102%	280,100	166,164	59%	113,936	553,600	30.0%	387,436
Capital outlay										
Equipment	8,750	-	-	35,000	-	-	35,000	90,000	0.0%	90,000
Transfers	45,850.00	45,850	100%	183,400	91,700	50%	91,700	372,900	24.6%	281,200
Contingency				303,956				306,356		306,356
Total expenditures	\$ 423,825	\$ 382,075	90%	\$ 1,999,256	\$ 798,653	40%	\$ 896,647	\$ 3,779,956	21.1%	\$ 2,981,303
Revenue over (under) expenditures	\$ (18,025)	\$ (15,083)	-3%	\$ (376,056)	\$ 108,538	21%	\$ (180,638)	\$ (376,056)		
Beginning fund balance	376,056	505,672	134%	376,056	505,672	134%		376,056		
Ending fund balance	\$ 358,031	\$ 490,589	137%	\$ -	\$ 614,210	-		\$ -		

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.

First quarter revenue collection came in at approximately \$126,100 or 53 percent of the annual budget. Revenue collection for the licenses and permits is at approximately \$20,100 which is down slightly over the prior year at quarter end. Charges for services are largely associated with the semiannual SDC admin fee distribution totaling roughly \$78,000. There were roughly 12 housing starts and a multi-housing unit that paid SDC's during the second quarter. Also during the second quarter, planning completed the approval process for another 437,000 square foot data center just as the one million square foot data center approved in the prior year completed construction.

Expenditures during the second quarter are at approximately \$199,300 or 42 percent of the annual budget. Overall expenditures are as anticipated with materials and services tracking under budget at quarter end.

	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			
Revenue										
Licenses and permits	\$ 10,000	\$ 11,297	113%	\$ 40,000	\$ 20,149	50%	\$ 19,851	\$ 80,000	25.2%	\$ 59,851
Intergovernmental	1,250	1,110	89%	5,000	1,110	22%	3,890	10,000	11.1%	8,890
Charges for services	36,725	73,451	200%	146,900	82,021	56%	64,879	171,600	47.8%	89,579
Interest	1,000	1,153	115%	4,000	2,778	69%	1,222	8,000	34.7%	5,222
Transfers from other funds	10,000	9,167	92%	40,000	20,000	50%	20,000	360,000	5.6%	340,000
Total revenue	\$ 58,975	\$ 96,177	163%	\$ 235,900	\$ 126,058	53%	\$ 109,842	\$ 629,600	20.0%	\$ 503,542
Expenditures										
Personnel services	\$ 58,325	\$ 59,946	103%	\$ 233,300	\$ 116,258	50%	\$ 117,042	\$ 479,700	24.2%	\$ 363,442
Material and services	12,475	20,399	164%	49,900	23,524	47%	26,376	93,500	25.2%	69,976
Transfers	29,750	29,750	100%	119,000	59,500	50%	59,500	241,000	24.7%	181,500
Contingency				74,658				56,358		56,358
Total expenditures	\$ 100,550	\$ 110,095	109%	\$ 476,858	\$ 199,282	42%	\$ 202,918	\$ 870,558	22.9%	\$ 671,276
Revenue over (under) expenditures	\$ (41,575)	\$ (13,918)	-6%	\$ (240,958)	\$ (73,224)	-30%	\$ (93,076)	\$ (240,958)		
Beginning fund balance	240,958	241,206	100%	240,958	241,206	100%		240,958		
Ending fund balance	\$ 199,383	\$ 227,288	114%	\$ -	\$ 167,982	-		\$ -		

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 91 percent of the annual budget. SDC collection at quarter end is at roughly \$406,100 with roughly 12 housing starts and a multi-housing unit that paid SDC's during the second quarter. Intergovernmental revenue is from ODOT for the Elm Street Bridge project which included a pedestrian foot bridge (pictured below). Final reimbursements for the project are expected in the third quarter.

Expenditures at quarter end were largely associated with capital projects. Capital expenditures were largely for the Elm Street Bridge project and pedestrian foot bridge which were both completed during the second quarter. Transfers were all associated with the semiannual SDC admin fee distribution.

Fund balance decreased roughly \$194,600 or -13 percent through the second 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			
Revenue										
Intergovernmental	\$ 369,425	\$ 1,116,656	302%	\$ 1,477,700	\$ 1,325,423	90%	\$ 152,277	\$ 1,477,700	89.7%	\$ 152,277
Miscellaneous	7,500	-	-	30,000	-	-	30,000	30,000	0.0%	30,000
Interest	7,500	5,036	67%	30,000	14,071	47%	15,929	49,000	28.7%	34,929
System development charges	96,750	73,795	76%	387,000	406,056	105%	(19,056)	774,000	52.5%	367,944
Total revenue	\$ 481,175	\$ 1,195,487	248%	\$ 1,924,700	\$ 1,745,550	91%	179,150	\$ 2,330,700	74.9%	\$ 585,150
Expenditures										
Material and services	\$ 2,500	\$ -	-	\$ 10,000	\$ -	-	\$ 10,000	\$ 20,000	0.0%	\$ 20,000
Capital outlay										
Improvements	649,200	579,848	89%	2,596,800	1,919,668	74%	677,132	2,596,800	73.9%	677,132
Transfers	4,850	20,433	421%	19,400	20,433	105%	(1,033)	38,800	52.7%	18,367
Contingency				698,586				1,075,186	0.0%	1,075,186
Total expenditures	\$ 656,550	\$ 600,282	91%	\$ 3,324,786	\$ 1,940,101	58%	\$ 686,099	\$ 3,730,786	52.0%	\$ 1,790,685
Revenue over (under) expenditures	\$ (175,375)	\$ 595,205	40%	\$ (1,400,086)	\$ (194,551)	-13%	\$ (506,949)	\$ (1,400,086)		
Beginning fund balance	1,400,086	1,500,752	107%	1,400,086	1,500,752	107%		1,400,086		
Ending fund balance	\$ 1,224,711	\$ 2,095,957	171%	\$ -	\$ 1,306,201	-		\$ -		



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 for the second quarter was at approximately \$2.99 million which was largely associated with the collection of SDC's. There were 12 housing starts and a multi-housing unit that paid SDC's during the second quarter. SDC's were also collected in association with the Aquifer Storage and Recovery (ASR) project from Apple.

Expenditures are at roughly \$3.24 million through the second 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 second quarter end, fund balance decreased roughly \$244,700 or -14 percent with \$275,560 in transfers for the semiannual SDC admin fee distribution and annual water debt taking place in the second 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			
Interest	\$ 12,500	\$ 7,053	56%	\$ 50,000	\$ 13,282	27%	\$ 36,718	\$ 90,000	14.8%	\$ 76,718
System development charges	1,587,000	1,557,860	98%	6,348,000	2,980,875	47%	3,367,126	6,578,000	45.3%	3,597,126
Total revenue	\$ 1,599,500	\$ 1,564,913	98%	\$ 6,398,000	\$ 2,994,156	47%	\$ 3,403,844	\$ 6,668,000	44.9%	\$ 3,673,844
Expenditures										
Capital outlay										
Improvements	\$ 1,423,850	1,631,597	115%	\$ 5,695,400	2,963,277	52%	\$ 2,732,123	\$ 7,933,600	37.4%	4,970,323
Transfers	110,875	210,387	190%	443,500	275,560	62%	167,940	584,000	47.2%	308,440
Contingency				2,445,523				336,823		336,823
Total expenditures	\$ 1,534,725	\$ 1,841,984	120%	\$ 8,584,423	\$ 3,238,837	37%	\$ 2,900,063	\$ 8,854,423	36.6%	\$ 5,615,586
Revenue over (under) expenditures	\$ 64,775	\$ (277,071)	-16%	\$ (2,186,423)	\$ (244,681)	-14%	\$ 503,781	\$ (2,186,423)		
Beginning fund balance	2,186,423	1,710,798	78%	2,186,423	1,710,798	78%		2,186,423		
Ending fund balance	\$ 2,251,198	\$ 1,433,727	64%	\$ -	\$ 1,466,117	78%		\$ -		

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 second quarter is at approximately \$109,350. Second quarter revenue can largely be attributed to SDC collection from 12 housing starts and a multi-housing unit that paid SDC's during the second quarter.

Expenditures are at roughly \$896,000 or 27 percent of the annual budget through the second quarter. Material and services expenditures are associated with consulting costs, helping with funding assistance (potential grants). Materials and services may require a budget adjustment. Capital expenditures for the second quarter are largely associated with the 10th and Main Street sewer interceptor project. Transfers were all associated with the semiannual SDC admin fee distribution and SDC reimbursement to wastewater. If SDC collection continues at the current rate, transfers may require a budget adjustment.

Fund balance decreased roughly \$786,500 or -25 percent due to capital projects.

	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			
Revenue										
Interest	\$ 12,500	\$ 3,539	28%	\$ 50,000	\$ 8,936	18%	\$ 41,064	\$ 55,000	16.2%	\$ 46,064
System development charges	29,425	39,434	134%	117,700	100,414	85%	17,286	235,400	42.7%	134,986
Total revenue	\$ 41,925	\$ 42,973	103%	\$ 167,700	\$ 109,350	65%	\$ 58,350	\$ 290,400	37.7%	\$ 181,050
Expenditures										
Material and services	\$ 2,500	\$ 16,840	674%	\$ 10,000	\$ 19,585	196%	\$ (9,585)	\$ 20,000	97.9%	\$ 415
Capital outlay										
Improvements	759,950	500,927	66%	3,039,800	762,821	25%	2,276,979	3,039,800	25.1%	2,276,979
Transfers	20,450	69,387	339%	81,800	113,472	139%	(31,672)	163,600	69.4%	50,128
Contingency				127,092				157,992		157,992
Total expenditures	\$ 782,900	\$ 587,154	75%	\$ 3,258,692	\$ 895,878	27%	\$ 2,235,722	\$ 3,381,392	26.5%	\$ 2,485,514
Revenue over (under) expenditures	\$ (740,975)	\$ (544,181)	-17%	\$ (3,090,992)	\$ (786,528)	-25%	\$ (2,177,372)	\$ (3,090,992)		
Beginning fund balance	3,090,992	3,127,929	101%	3,090,992	3,127,929	101%		3,090,992		
Ending fund balance	\$ 2,350,017	\$ 2,583,748	110%	\$ -	\$ 2,341,401	-		\$ -		



Sewer interceptor project at 10th and Main Street

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.

Second quarter revenue is roughly 51 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.

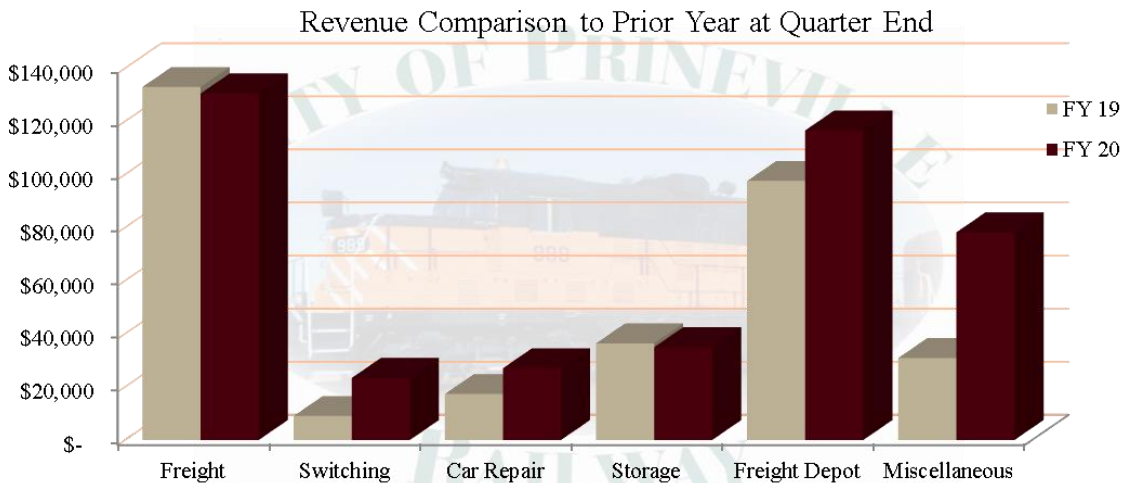
Expenditures during the second quarter are all associated with our semiannual debt service payment.

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	\$ 116,700	\$ 128,325	110%	\$ 466,800	\$ 256,650	55%	\$ 210,150	\$ 997,900	25.7%	\$ 741,250
Interest	3,750	4,070	109%	15,000	8,222	55%	6,778	35,000	23.5%	26,778
Miscellaneous	-	16,427	-	-	32,836	-	(32,836)	-	-	(32,836)
Transfer from other funds	25,000	-	-	100,000	-	-	100,000	200,000	-	200,000
Total revenue	\$ 145,450	\$ 148,821	102%	\$ 581,800	\$ 297,708	51%	\$ 284,092	\$ 1,232,900	24.1%	\$ 935,192
Expenditures										
Personnel services	\$ -	\$ -	-	\$ -	\$ 34,722	-	\$ (34,722)	\$ -	-	\$ (34,722)
Debt service										
Principal - POB 2013	50,125	-	-	200,500	-	-	200,500	419,500	-	419,500
Interest - POB 2013	21,900	43,796	200%	87,600	43,796	50%	43,804	167,800	26.1%	124,004
Contingency				603,191				1,254,291		1,254,291
Total expenditures	\$ 72,025	\$ 43,796	61%	\$ 891,291	\$ 78,518	9%	\$ 209,582	\$ 1,841,591	4.3%	\$ 1,763,073
Revenue over (under) expenditures	\$ 73,425	\$ 105,025	18%	\$ (309,491)	\$ 219,190	37%	\$ 74,510	\$ (608,691)		
Debt service reserve	299,200			299,200				299,200		
Beginning fund balance	608,691	594,230	98%	608,691	594,230	98%		608,691		
Ending fund balance	\$ 682,116	\$ 699,255	103%	\$ 299,200	\$ 813,420	272%		\$ -		

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.

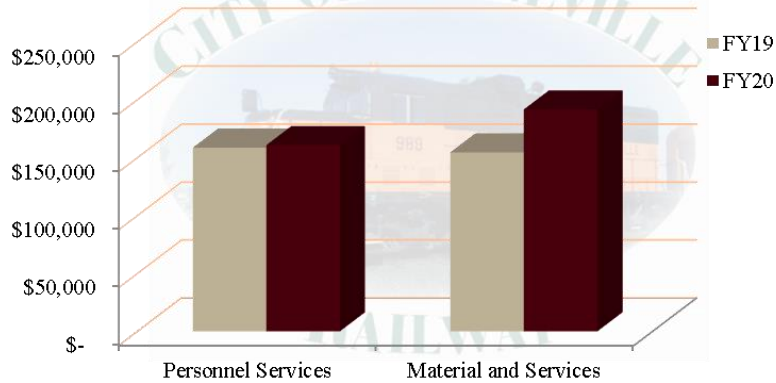
At second quarter end, overall revenue collection is at approximately \$410,647 or 52 percent of the annual budget. Charges for services for the railroad are at approximately \$181,200 or 50 percent of the annual budget, with the freight depot at approximately \$116,600 or 51 percent of annual budget. Overall operating revenue is up roughly 27 percent in comparison to the prior year at quarter end with significant increases in switching, car repair, and freight depot. Though Les Schwab traffic is down, new customers, like McCall Oil are filling in the gap. 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 second quarter end is approximately \$455 compared to \$410 the prior year. Miscellaneous revenue is largely associated with annual easement billings and insurance payments for lightening damage that took place during the first quarter. Below is a prior year comparison at quarter end of operating revenues for the Railroad Fund.



Overall expenditures at second quarter end are at approximately \$430,700 or 22 percent of the annual budget. Materials and services are at roughly 69 percent of the annual budget or \$191,500, which includes approximately \$67,000 in liability insurance expenditures and \$30,000 in repairs due to lightening damage from the first quarter. Bridge repair work was done during the second quarter where two wood caps and a broken wood stringer were removed and replaced with steel (pictured on the next page). Personnel services are as anticipated at 50 percent of the annual budget. Overall operating expenditures are up 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 second quarter, fund balance decreased roughly \$20,100 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			
Revenue										
Charges for services										
Railroad	\$ 90,000	\$ 92,911	103%	\$ 360,000	\$ 181,214	50%	\$ 178,786	\$ 755,000	24.0%	\$ 573,786
Freight Depot	57,500	61,898	108%	230,000	116,583	51%	113,417	480,000	24.3%	363,417
Use of money and property	31,900	31,803	100%	127,600	55,033	43%	72,567	270,200	20.4%	215,167
Miscellaneous	17,500	2,457	14%	70,000	57,816	83%	12,184	145,000	39.9%	87,184
Total revenue	\$ 196,900	\$ 189,068	96%	\$ 787,600	\$ 410,647	52%	\$ 376,953	\$ 1,650,200	24.9%	\$ 1,239,553
Expenditures										
Personnel services	\$ 80,900	\$ 82,989	103%	\$ 323,600	\$ 160,741	50%	\$ 162,859	\$ 747,000	21.5%	\$ 586,259
Material and services	69,450	52,098	75%	277,800	191,540	69%	86,260	543,300	35.3%	351,760
Capital outlay										
Improvements	23,250	-	-	93,000	33,055	36%	59,945	134,000	24.7%	100,945
Transfers	22,700	22,700	100%	90,800	45,400	50%	45,400	181,700	25.0%	136,300
Contingency				1,148,193				1,189,993		1,189,993
Total expenditures	\$ 196,300	\$ 157,788	80%	\$ 1,933,393	\$ 430,736	22%	\$ 354,464	\$ 2,795,993	15.4%	\$ 2,365,257
Revenue over (under) expenditures	\$ 600	\$ 31,280	3%	\$ (1,145,793)	\$ (20,089)	-2%	\$ 22,489	\$ (1,145,793)		
Beginning fund balance	1,145,793	1,127,670	98%	1,145,793	1,127,670	98%		1,145,793		
Ending fund balance	\$ 1,146,393	\$ 1,158,950	101%	\$ -	\$ 1,107,581	-		\$ -		

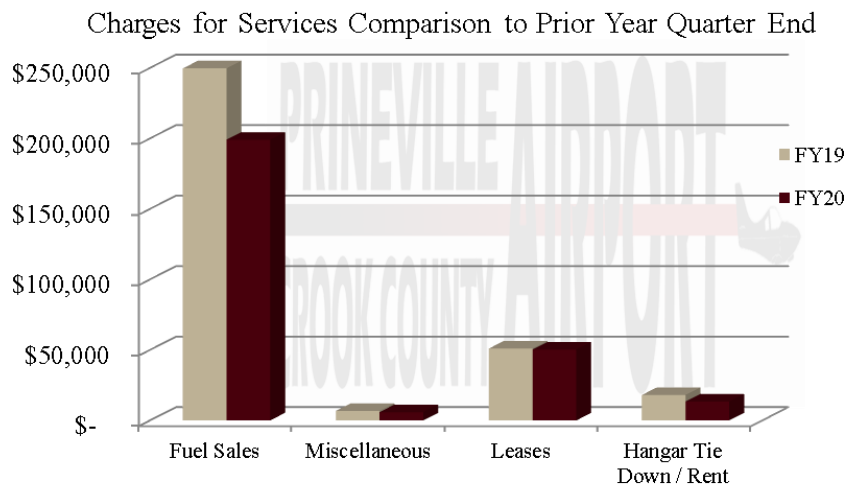


Railway bridge work done during the second quarter

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.

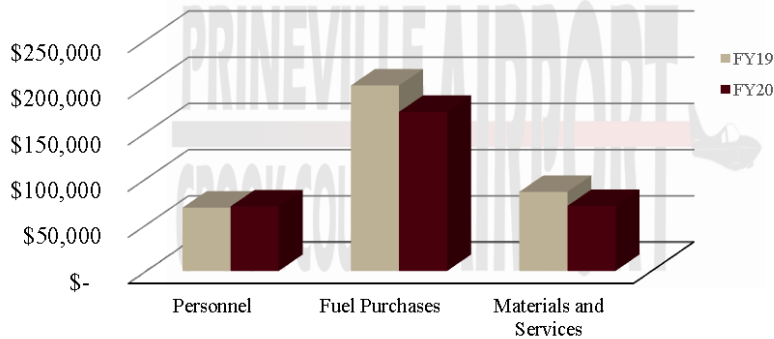
Revenue collection through the first quarter came in at approximately 23 percent of the annual budget or \$399,000. Overall charges for services are down over the prior year with fuel sales being down roughly 20 percent. The price of fuel has gone down in comparison to the prior year and competitors in Bend have been keeping their fuel prices in line with the Prineville Airport. The fire season was slow this summer which meant there was a decrease in Jet A fuel sales in comparison to the prior year. Also, Hillsboro Aero Academy has gotten their own fuel system where previously they were still coming in to get fuel. These are the largest contributing factors to the decrease in fuel revenue. Intergovernmental revenue collection during the second quarter is from the annual support from Crook County and Connect Oregon project. Below is a prior year comparison for operating revenue making up charges for services.



Overall expenditures through the second quarter came in at approximately \$451,300 or 25 percent of the annual budget. Materials and services are tracking under budget at 44 percent of the annual budget. Capital expenditures during the second quarter were for the new fuel system which is now operational and offsite improvements for the Airbase project which are both largely funded through a Connect Oregon grant. Also during the second quarter, design, engineering and the environmental study for the runway 28 project neared completion and construction is expected to start in spring 2021. Overall operating expenses are down roughly -12 percent over the prior year at quarter end. On the next page is a prior year comparison of operating expenditures.

Airport Fund - Continued

Expenditure Comparison to Prior Year Quarter End



At second quarter end, fund balance decreased roughly -32 percent. Decreases in fund balance are largely due to capital improvements, and the debt service and the annual insurance payment that took place during the first quarter. Inventory at quarter end totaled approximately \$64,900.

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			
Intergovernmental	\$ 272,500	\$ 100,223	37%	\$ 1,090,000	\$ 129,512	12%	\$ 960,488	\$ 1,180,000	11.0%	\$ 1,050,488
Charges for services	147,000	109,578	75%	588,000	268,577	46%	319,423	1,164,000	23.1%	895,423
Interest	-	466	-	-	939	-	(939)	-	-	(939)
Transfers	22,500	-	-	90,000	-	-	90,000	180,000	-	180,000
Total revenue	\$ 442,000	\$ 210,266	48%	\$ 1,768,000	\$ 399,028	23%	\$ 1,368,972	\$ 2,524,000	15.8%	\$ 2,124,972
Expenditures										
Personnel service	\$ 33,600	\$ 37,958	113%	\$ 134,400	\$ 69,897	52%	\$ 64,503	\$ 269,900	25.9%	\$ 200,003
Materials and services	136,675	102,916	75%	546,700	242,518	44%	304,182	1,088,400	22.3%	845,882
Capital outlay	250,000	37,076	15%	1,000,000	80,646	8%	919,354	1,000,000	8.1%	919,354
Debt service										
Les Schwab Hangar	6,250	-	-	25,000	25,000	100%	-	50,000	50.0%	25,000
Transfers	16,625	16,625	100%	66,500	33,250	50%	33,250	122,700	27.1%	89,450
Contingency				8,615				6,215	-	6,215
Total expenditures	\$ 443,150	\$ 194,576	44%	\$ 1,781,215	\$ 451,310	25%	\$ 1,321,290	\$ 2,537,215	17.8%	\$ 2,085,905
Revenue over (under) expenditures	\$ (1,150)	\$ 15,691	10%	\$ (13,215)	\$ (52,283)	-32%	\$ 47,683	\$ (13,215)		
Beginning fund balance	13,215	163,420	1237%	13,215	163,420	1237%		13,215		
Ending fund balance	\$ 12,065	\$ 179,111	1485%	\$ -	\$ 111,137	-		\$ -		



With the new system coming on line in the second quarter, the old fuel tanks were removed.

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 second quarter came in at approximately \$1.68 million or 56 percent of the annual budget. Revenue associated with charges for service came in at roughly \$1.55 million which is a decrease over the prior year of roughly \$258,400. Bulk water sales in comparison to the prior year have dropped roughly \$201,000 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. The SDC reimbursement for water debt took place in December 2019.

Expenditures through quarter end are at approximately \$1.65 million or 49 percent of the annual budget. Capital expenditures are largely associated with the completion of the 2019 waterline improvement project which improved waterlines in 4 locations around the city, connected 54 services to the new lines and installed seven new fire hydrants. Other capital expenditures during the second quarter were for the Bowman Hydro project and the Habitat Conservation Plan.

Fund balance increased roughly \$34,400 or 4 percent through the second 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	\$ 710,000	\$ 616,358	87%	\$ 2,840,000	\$ 1,549,928	55%	\$ 1,290,073	\$ 5,785,000	26.8%	\$ 4,235,073
Interest	5,000	1,596	32%	20,000	3,649	18%	16,351	40,000	9.1%	36,351
Miscellaneous	1,375	-	-	5,500	-	-	5,500	11,000	-	11,000
Transfers	31,500	127,000	403%	126,000	127,000	101%	(1,000)	255,000	49.8%	128,000
Total revenue	\$ 747,875	\$ 744,954	100%	\$ 2,991,500	\$ 1,680,577	56%	\$ 1,310,924	\$ 6,091,000	27.6%	\$ 4,410,424
Expenditures										
Materials and services	\$ 145,075	\$ 155,009	107%	\$ 580,300	\$ 323,029	56%	\$ 257,271	1,184,500	27.3%	\$ 861,471
Franchise fee expense	35,500	35,500	100%	142,000	71,000	50%	71,000	289,000	24.6%	218,000
Capital outlay										
Improvements	165,000	143,184	87%	660,000	617,858	94%	42,142	1,269,000	48.7%	651,142
Debt service										
Principal										
Refunding bond 2017	34,150	-	-	136,600	-	-	136,600	276,900	-	276,900
Interest										
Refunding bond 2017	14,500	28,956	200%	58,000	28,956	50%	29,044	112,300	25.8%	83,344
Transfers	302,650	302,650	100%	1,210,600	605,300	50%	605,300	2,431,700	24.9%	1,826,400
Contingency				594,670				918,270		918,270
Total expenditures	\$ 696,875	\$ 665,300	95%	\$ 3,382,170	\$ 1,646,144	49%	\$ 1,141,356	\$ 6,481,670	25.4%	\$ 4,835,526
Revenue over (under) expenditures	\$ 51,000	\$ 79,655	10%	\$ (390,670)	\$ 34,433	4%	\$ 169,567	\$ (390,670)		
Debt service reserve	194,600			194,600				194,600		194,600
Beginning fund balance	585,270	783,298	134%	585,270	783,298	134%		585,270		
Ending fund balance	\$ 636,270	\$ 862,953	136%	\$ -	\$ 817,731	-		\$ -		

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 at quarter end came in at approximately \$1.99 million or 51 percent of the annual budget. Revenue collection for charges for services was roughly \$1.78 million or 48 percent of annual budget which is an increase over the prior year of approximately \$19,000. Reimbursement fees associated with the collection of SDC’s from July 2019 through December 2019 were distributed during the second quarter.

Expenditures at quarter end came in at roughly \$2.55 million or 39 percent of the annual budget. Capital expenditures during the second quarter are largely associated with well drilling for ground water monitoring at the wetlands. IFA and 2017 refunding debt service payments were due during the second quarter.

Fund balance decreased roughly \$552,200 or -14 percent through the second quarter largely due to the \$750,000 transfer to the golf course for the irrigation project that took place in the first quarter.

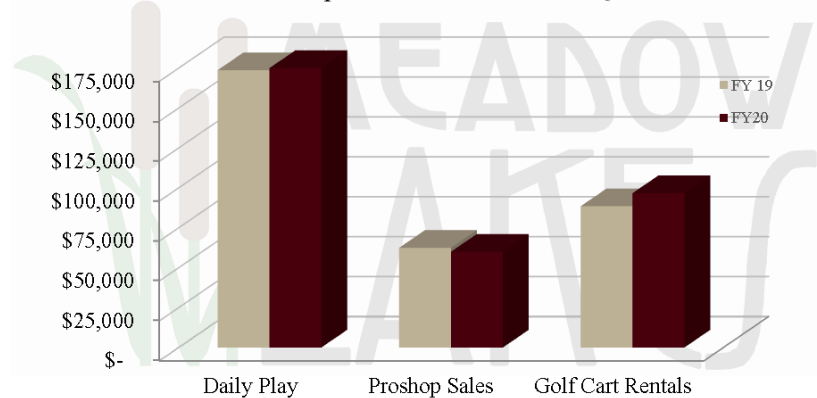
Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Charges for services	\$ 923,075	\$ 877,766	95%	\$ 3,692,300	\$ 1,780,110	48%	\$ 1,912,190	\$ 7,518,300	23.7%	\$ 5,738,190
Interest	13,500	27,262	202%	54,000	61,483	114%	(7,483)	96,000	64.0%	34,517
Miscellaneous	20,925	7,389	35%	83,700	44,192	53%	39,508	167,400	26.4%	123,208
SDCs - reimbursement fees	12,000	64,426	537%	48,000	108,510	226%	(60,510)	98,000	110.7%	(10,510)
Total revenue	\$ 969,500	\$ 976,843	101%	\$ 3,878,000	\$ 1,994,294	51%	\$ 1,883,706	\$ 7,879,700	25.3%	\$ 5,885,406
Expenditures										
Personnel services	\$ 31,775	\$ 31,110	98%	\$ 127,100	\$ 61,938	49%	\$ 65,162	\$ 259,000	23.9%	\$ 197,062
Materials and services	179,225	117,152	65%	716,900	319,982	45%	396,918	1,448,900	22.1%	1,128,918
Franchise fee expense	46,250	46,250	100%	185,000	92,500	50%	92,500	376,000	24.6%	283,500
Capital outlay										
Improvements	76,250	8,406	11%	305,000	62,575	21%	242,425	1,355,000	4.6%	1,292,425
Debt service										
Principal										
DEQ CWSRF R74682/2	118,825	-	-	475,300	235,888	50%	239,412	964,700	24.5%	728,812
Refunding 2017	39,850	-	-	159,400	-	-	159,400	323,200	0.0%	323,200
State of Oregon IFA	7,825	26,753	342%	31,300	26,753	85%	4,547	58,400	45.8%	31,647
USDA 2015	14,425	-	-	57,700	-	-	57,700	117,000	0.0%	117,000
Interest										
DEQ CWSRF R74682/2	28,000	-	-	112,000	57,722	52%	54,278	209,900	27.5%	152,178
Refunding 2017	16,900	33,789	200%	67,600	33,789	50%	33,811	131,000	25.8%	97,211
State of Oregon IFA	1,875	7,302	389%	7,500	7,302	97%	198	82,000	8.9%	74,698
USDA 2015	27,125	-	-	108,500	-	-	108,500	215,400	0.0%	215,400
Fees										
DEQ CWSRF R74682/2	4,925	-	-	19,700	19,633	100%	67	37,000	53.1%	17,367
Transfers	626,725	439,225	70%	2,506,900	1,628,450	65%	878,450	4,273,900	38.1%	2,645,450
Contingency				1,715,616				745,816		745,816
Total expenditures	\$ 1,219,975	\$ 709,987	58%	\$ 6,595,516	\$ 2,546,533	39%	\$ 2,333,367	\$ 10,597,216	24.0%	\$ 8,050,683
Revenue over (under) expenditures	\$ (250,475)	\$ 266,856	7%	\$ (2,717,516)	\$ (552,239)	-14%	\$ (449,661)	\$ (2,717,516)		
Other resources / (requirements)										
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
Beginning fund balance	3,932,316	3,940,686	100%	3,932,316	3,940,686	100%		3,932,316		
Ending fund balance	\$ 3,681,841	\$ 4,207,542	114%	\$ -	\$ 3,388,447	-		\$ -		

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.

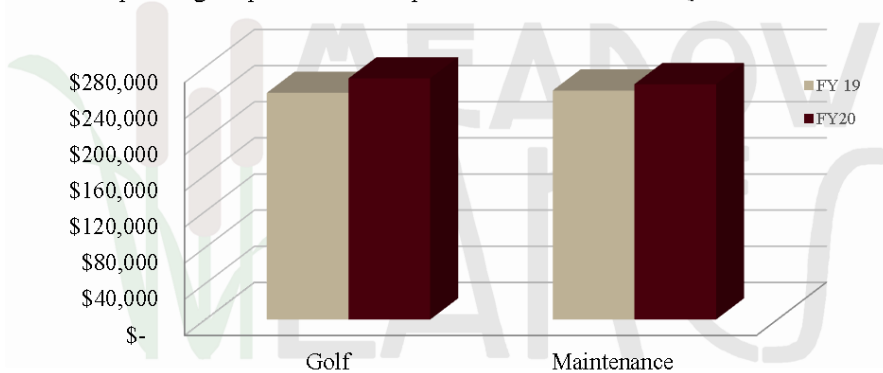
Overall revenue collection is at approximately \$1.35 million at second quarter end or 70 percent of the annual budget. Golf operating revenue came in at about \$380,500 or 50 percent of the annual budget which is an increase over the prior year at quarter end of roughly 6 percent. Even with being closed 11 more days than the prior year, green fee revenue is up roughly 7 percent with rounds of golf up approximately 610 rounds in comparison to the prior year at second quarter end. Holiday gift certificate sales were very strong this year, up 16 percent over 2018 with a total of 1,720 sold for \$36,120. 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 \$574,300 or 25 percent of the annual budget. Waste disposal expenditures are at roughly \$260,600 or 54 percent of the annual budget, an increase of approximately 3 percent over the prior year at second quarter end. Golf course operating expenditures are up approximately 6 percent with personnel services, golf course supplies and transfers all up over the prior year. Phase 1 of the irrigation project was completed (GPS mapping and irrigation master plan) and phase 2 (construction cost estimates, construction documents and bidding) was started in the second quarter. Below is a comparison of operating only expenditures to the prior year by department.

Operating Expenditure Comparison to Prior Year at Quarter End



Golf Course and Restaurant Fund - Continued

Fund balance increased roughly \$771,500 or 156 percent through the second 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.

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										
Golf Course	\$ 191,375	\$ 101,463	53%	\$ 765,500	\$ 380,479	50%	\$ 385,021	\$ 1,556,000	24.5%	\$ 1,175,521
Waste Disposal	92,500	92,500	100%	370,000	185,000	50%	185,000	740,000	25.0%	555,000
Restaurant	5,400	5,358	99%	21,600	10,716	50%	10,884	48,200	22.2%	37,484
Other	1,125	1,065	95%	4,500	2,688	60%	1,812	9,000	29.9%	6,312
Interest	2,250	7,368	327%	9,000	13,596	151%	(4,596)	15,000	90.6%	1,404
Transfers	187,500	-	-	750,000	750,000	100%	-	750,000	100.0%	-
Miscellaneous	1,250	951	76%	5,000	3,353	67%	1,647	10,000	33.5%	6,647
Total revenue	\$ 481,400	\$ 208,705	43%	\$ 1,925,600	\$ 1,345,831	70%	\$ 579,769	\$ 3,128,200	43.0%	\$ 1,782,369
Expenditures										
Golf Course	\$ 327,625	\$ 105,059	32%	\$ 1,310,500	\$ 280,895	21%	\$ 1,029,605	\$ 1,880,100	14.9%	\$ 1,599,205
Waste Disposal	121,700	114,079	94%	486,800	260,566	54%	226,234	994,500	26.2%	733,934
Restaurant	8,250	3,071	37%	33,000	11,448	35%	21,552	68,000	16.8%	56,552
Debt service										
Principal - note payable	6,475	6,461	100%	25,900	12,859	50%	13,041	82,200	15.6%	69,341
Interest - note payable	500	498	100%	2,000	1,058	53%	942	2,200	48.1%	1,142
Principal - 2017 bond	11,250	-	-	45,000	-	-	45,000	90,000	0.0%	90,000
Interest - 2017 bond	2,375	4,726	199%	9,500	4,726	50%	4,774	17,800	26.6%	13,074
Scooter lease	-	116	-	-	2,751	-	(2,751)	-	-	(2,751)
Contingency				413,795				394,295		394,295
Total expenditures	\$ 478,175	\$ 234,010	49%	\$ 2,326,495	\$ 574,303	25%	\$ 1,341,148	\$ 3,529,095	16.3%	\$ 2,954,792
Revenue over (under) expenditures	\$ 3,225	\$ (25,305)	-5%	\$ (400,895)	\$ 771,528	156%	\$ (761,379)	\$ (400,895)		
Debt service reserve	82,400			82,400				82,400		82,400
Beginning fund balance	483,295	494,280	102%	483,295	494,280	102%		483,295		
Ending fund balance	\$ 486,520	\$ 468,975	96%	\$ -	\$ 1,265,808	-		\$ -		



December 28, 2019 at Meadow Lakes Golf Course

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 second quarter came in at approximately \$1.36 million or 50 percent of the annual budget. Charges for services include approximately \$105,600 in SDC admin. fee distributions, \$5,300 in 911 user equipment reimbursements and \$586,100 in Internal Service Fund transfers.

Overall expenditures at quarter end are at approximately 44 percent of the annual budget or \$1.40 million. Expenditures are tracking below budget in the City Council, Administrative Services and Financial Services departments at second 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 and the annual renewal of software maintenance agreements. The additional revenue for the installation of 911 equipment and maintenance are expected to offset the expenses and it is undetermined at this time if a budget adjustment will be needed.

Fund balance decreased roughly \$46,800 or -17 percent through the second quarter.

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			
Charges for services	\$ 680,600	\$ 722,043	106%	\$ 2,722,400	\$ 1,352,050	50%	\$ 1,370,350	\$ 5,319,900	25.4%	\$ 3,967,850
Interest	2,500	1,848	74%	10,000	4,434	44%	5,566	20,000	22.2%	15,566
Total revenue	\$ 683,100	\$ 723,891	106%	\$ 2,732,400	\$ 1,356,484	50%	\$ 1,375,916	\$ 5,339,900	25.4%	\$ 3,983,416
Expenditures										
City Council	\$ 22,575	\$ 16,204	72%	\$ 90,300	\$ 36,532	40%	\$ 53,769	\$ 182,100	20.1%	\$ 145,569
Administration / Team Services	200,750	197,502	98%	803,000	384,308	48%	418,692	1,614,500	23.8%	1,230,192
Financial Services	231,725	220,466	95%	926,900	434,109	47%	492,791	1,878,500	23.1%	1,444,391
Information Technology	221,700	205,857	93%	886,800	548,301	62%	338,499	1,723,000	31.8%	1,174,699
Contingency				478,314				394,714		394,714
Total expenditures	\$ 676,750	\$ 640,028	95%	\$ 3,185,314	\$ 1,403,250	44%	\$ 1,303,750	\$ 5,792,814	24.2%	\$ 4,389,564
Revenue over (under) expenditures	\$ 6,350	\$ 83,864	30%	\$ (452,914)	\$ (46,766)	-17%	\$ 72,166	\$ (452,914)		
Beginning fund balance	452,914	281,654	62%	452,914	281,654	62%		452,914		
Ending fund balance	\$ 459,264	\$ 365,518	80%	\$ -	\$ 234,888	-		\$ -		

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 29 percent of the annual budget. Intergovernmental revenues were for the citywide parks master plan from Crook County Parks and Recreation, and CDBG for the senior center. A second CDBG was awarded during the second quarter bringing the total grant to roughly \$1.5 million for the rehabilitation of the Senior Center.

Expenditures during the second quarter are roughly 11 percent of the annual budget. Capital expenditures in the Police Facility Department were for property line adjustments and design and engineering services needed for the retrofitting of the new police facility building totaling \$197,300 in the second quarter. In the CDBG- Sr. Center Department, progress towards the senior center rehabilitation slowed as the grant committee waited to learn if the project would be awarded a second grant. Notice came in December that the second grant was awarded and the project went out to bid for a second time. The project will be ramping up in the third quarter. The Barnes Butte master plan process continued through the second quarter and quarter expenditures are largely associated with its development. All departments are tracking under the annual budget.

Fund balance decreased approximately \$105,900 or -3 percent through the second quarter.

	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			
Revenue										
Rent	\$ 52,775	\$ 52,800	100%	\$ 211,100	\$ 105,600	50%	\$ 105,500	\$ 438,000	24.1%	\$ 332,400
Transfers	158,550	145,550	92%	634,200	291,100	46%	343,100	1,211,300	24.0%	920,200
Miscellaneous	1,250	6,061	485%	5,000	13,083	262%	(8,083)	10,000	130.8%	(3,083)
Intergovernmental	192,075	24,875	13%	768,300	33,021	4%	735,279	768,300	4.3%	735,279
Interest	11,250	16,640	148%	45,000	36,466	81%	8,534	70,000	52.1%	33,534
Total revenue	\$ 415,900	\$ 245,926	59%	\$ 1,663,600	\$ 479,270	29%	\$ 1,184,330	\$ 2,497,600	19.2%	\$ 2,018,330
Expenditures										
City Hall facilities	\$ 64,000	\$ 28,353	44%	\$ 256,000	\$ 56,677	22%	\$ 199,322.93	\$ 512,300	11.1%	\$ 455,623
Police facilities	422,725	271,821	64%	1,690,900	406,350	24%	1,284,550	3,386,200	12.0%	2,979,850
CDBG - Sr. Center	182,075	11,440	6%	728,300	21,155	3%	707,145	728,300	2.9%	707,145
Public Works facilities	10,500	6,140	58%	42,000	14,966	36%	27,034	85,000	17.6%	70,034
Barnes Butte	48,000	51,972	108%	192,000	86,044	45%	105,956	297,000	29.0%	210,956
Contingency				1,412,908				122,308		122,308
Total expenditures	\$ 727,300	\$ 369,726	51%	\$ 4,322,108	\$ 585,191	11%	\$ 2,324,009	\$ 5,131,108	11.4%	\$ 4,545,917
Revenue over (under) expenditures	\$ (311,400)	(123,800)	-4%	\$ (2,658,508)	(105,921)	-3%	\$ (1,139,679)	\$ (2,633,508)		
Other requirements										
Debt service reserve	212,900			212,900				237,900		237,900
Beginning fund balance	2,871,408	3,117,775	109%	2,871,408	3,117,775	109%		2,871,408		
Ending fund balance	\$ 2,560,008	\$ 2,993,975	117%	\$ 212,900	\$ 3,011,854	1415%		\$ -		

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.

Second 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.

Second quarter expenditures are largely for contracted grounds keeping and ice removal. During the second quarter, the flags were replaced in the plaza.

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Budget Est.	Actual	Budget %	Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Intergovernmental	\$ 4,375	\$ -	-	\$ 17,500	\$ 6,461	37%	\$ 11,039	\$ 22,500	28.7%	\$ 16,039
Interest	250	251	101%	1,000	510	51%	490	2,000	25.5%	1,490
Transfers	4,375	-	-	17,500	6,461	37%	11,039	22,500	28.7%	16,039
Total revenue	\$ 9,000	\$ 251	3%	\$ 36,000	\$ 13,432	37%	\$ 22,568	\$ 47,000	28.6%	\$ 33,568
Expenditures										
Materials and services	\$ 7,250	\$ 1,395	19%	\$ 29,000	\$ 3,508	12%	\$ 25,492	\$ 43,000	8.2%	\$ 39,492
Transfers	500	-	-	2,000	-	-	2,000	4,000	0.0%	4,000
Contingency				41,318				36,318		36,318
Total expenditures	\$ 7,750	\$ 1,395	18%	\$ 72,318	\$ 3,508	5%	\$ 27,492	\$ 83,318	4.2%	\$ 79,810
Revenue over (under) expenditures	\$ 1,250	\$ (1,144)	-3%	\$ (36,318)	\$ 9,924	27%	\$ (4,924)	\$ (36,318)		
Other requirements										
Debt service reserve	-	-	-	-	-	-	-	-	-	-
Beginning fund balance	36,318	37,079	102%	36,318	37,079	102%		36,318		
Ending fund balance	\$ 37,568	\$ 35,935	96%	\$ -	\$ 47,003	-		\$ -		



New flags being installed by IT in the plaza

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.

Second quarter revenues are at roughly 41 percent of the annual budget.

Overall expenditures through the second quarter are at roughly 46 percent of the annual budget. Expenditures for support services are tracking slightly under budget through the second quarter with personnel services coming in at 48 percent at quarter end. Second quarter expenditures in the fleet and vehicles department were largely associated with capital equipment purchases that included a new F-250 truck and a used dump truck totaling roughly \$125,100. Also taking place in the second quarter was the payoff of the city street sweeper totaling approximately \$34,501.

Fund balance decreased approximately \$173,800 or -95 percent through the second 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			
Revenue										
Intergovernmental	\$ 29,250	\$ -	-	\$ 117,000	\$ -	-	\$ 117,000	\$ 236,000	0.0%	\$ 236,000
Charges for services	499,750	441,000	88%	1,999,000	882,000	44%	1,117,000	4,000,500	22.0%	3,118,500
Interest	875	1,190	136%	3,500	2,486	71%	1,014	7,000	35.5%	4,514
Miscellaneous	4,500	76	2%	18,000	76	0%	17,924	36,000	0.2%	35,924
Total revenue	\$ 534,375	\$ 442,266	83%	\$ 2,137,500	\$ 884,562	41%	\$ 1,252,938	\$ 4,279,500	20.7%	\$ 3,394,938
Expenditures										
Public Works Support Services	\$ 430,275	\$ 409,365	95%	\$ 1,721,100	\$ 827,253	48%	\$ 893,847	\$ 3,527,000	23.5%	\$ 2,699,747
Public Works Fleet and Vehicles	78,275	195,120	249%	313,100	231,092	74%	82,008	636,600	36.3%	405,508
Contingency				278,233				290,833		290,833
Total expenditures	\$ 508,550	\$ 604,485	119%	\$ 2,312,433	\$ 1,058,345	46%	\$ 975,855	\$ 4,454,433	23.8%	\$ 3,396,088
Revenue over (under) expenditures	\$ 25,825	\$ (162,220)	-89%	\$ (174,933)	\$ (173,783)	-95%	\$ 277,083	\$ (174,933)		
Beginning fund balance	174,933	183,109	105%	174,933	183,109	105%		174,933		
Ending fund balance	\$ 200,758	\$ 20,889	10%	\$ -	\$ 9,326	-		\$ -		

STAFF REPORT

ORDINANCE NO. 1258 – SOLID WASTE FRANCHISE

On January 14, 2020, Council passed Resolution 1421, approving the transfer of the Solid Waste Franchise Agreement from Holliday Enterprises, LLC to Allied Waste Transfer Services of Oregon, LLC, dba Republic Services of Oregon. Pursuant to that Resolution, the parties were to file the appropriate assignment with the City Recorder. That assignment was appropriately filed on January 31, 2020. Accordingly, Ordinance 1258 is required to reflect the change in the Franchisee.

In addition, I amended another section in the Code that required an update based on names.

This Ordinance has been available to the public for at least one week and therefore can be passed in just one reading so long as the Council votes unanimously for its adoption.

As it is appropriate that this Ordinance become effective immediately, I have included the requisite emergency clause.

ORDINANCE NO. 1258

**AN ORDINANCE ADOPTING CHANGES TO PRINEVILLE CODE SECTIONS
50.15(B)(1) AND 50.16**

Whereas, on January 14, 2020, the City of Prineville City Counsel, following a public hearing, which was publicly noticed, adopted Resolution 1421 approving the transfer of the solid waste franchise agreement from Holliday Enterprises, LLC (“Holliday”) to Allied Waste Transfer Services of Oregon, LLC, dba Republic Services of Oregon (“Republic”).

Whereas, Holliday and Republic have executed appropriate transfer documents that were filed with the City Recorder.

Whereas, City of Prineville Code Chapter 50 must be amended to appropriately reflect the transfer.

Whereas, this Ordinance was available to the public at least one week before its presentation to the City Council.

Whereas, the Ordinance requires to be effective immediately and therefore an emergency clause is required.

**NOW, THEREFORE, THE PEOPLE OF THE CITY OF PRINEVILLE DO
ORDAIN AS FOLLOWS:**

1. Section 50.15(B)(1) and 50.16 are amended to read as shown on Exhibit A attached hereto and by reference made a part hereof.
2. This ordinance is effective immediately.

Presented for the first time at a regular meeting of the City Council held on February 11, 2020, and unanimously passed hereto.

Stephen P. Uffelman
Mayor

ATTEST:

Lisa Morgan, City Recorder

ORDINANCE NO. 1259

AN ORDINANCE GRANTING A FRANCHISE TO QWEST CORPORATION D/B/A CENTURYLINK QC (F/K/A US WEST COMMUNICATIONS) ON BEHALF OF ITSELF AND ITS OPERATING AFFILIATES ("CENTURYLINK") TO OPERATE AND MAINTAIN A TELECOMMUNICATIONS SYSTEM ("THE SYSTEM") IN THE CITY OF PRINEVILLE, OREGON ("THE CITY").

The City hereby ordains that it is in the public interest to grant CenturyLink a Franchise to operate the System pursuant to the terms and conditions contained herein.

SECTION 1. Grant of Franchise. The City hereby grants to CenturyLink the right, privilege and authority to install, construct, maintain, operate, upgrade, repair, relocate and remove its cables and related appurtenances ("Facilities") in, under, along, over and across the present and future streets, alleys and other public ways in the City ("Public Ways", or in the singular "Public Way"), for the purpose of providing telecommunication services to the City's inhabitants and other customers of CenturyLink located within the City's corporate limits.

SECTION 2. Acceptance by CenturyLink. Within sixty (60) days after the passage of this Ordinance by the City, CenturyLink shall file an unqualified written acceptance thereof with the City; otherwise the Ordinance and the rights granted herein shall be null and void.

SECTION 3. Term. The initial term of this Franchise is ten (10) years commencing on the date of Acceptance by CenturyLink as set forth above in Section 2 and shall thereafter automatically renew from year-to-year unless either party gives advance written notice to the other party at least 120 days prior to expiration of the initial term or subsequent annual term requesting the parties enter into good faith discussions to reach terms of a new agreement.

SECTION 4. Records Inspection. CenturyLink shall make available to the City, upon reasonable advance written notice of no fewer than sixty (60) days and not more often than once every two (2) years, such relevant information pertinent only to enforcing the terms of this Ordinance in such form and at such times as CenturyLink can reasonably make available. Subject to applicable laws, any information that CenturyLink provides to the City, except as otherwise provided herein, is confidential and proprietary and shall not be disclosed or used for any purpose other than verifying compliance with the terms of this Ordinance. Except as otherwise provided herein, any such information provided to the City shall be returned to CenturyLink following review, without duplication, unless CenturyLink grants the City written permission to duplicate the information.

SECTION 5. Non-Exclusive Franchise. The right to use and occupy the Public Ways shall be nonexclusive, and the City reserves the right to use the Public Ways for itself or any other entity. The City's and other entities' use, however, shall not unreasonably interfere with CenturyLink's Facilities or the rights granted CenturyLink herein.

SECTION 6. City Regulatory Authority. The City reserves the right to adopt such additional ordinances and regulations as may be deemed necessary in the exercise of its police power for the protection of the health, safety and welfare of its citizens consistent with applicable federal and state law. The City agrees to promptly notify CenturyLink of any such changes potentially applicable to this Franchise.

SECTION 7. Indemnification. The City shall not be liable for any property damage or loss or injury to or death of any person that occurs as the result of the construction, operation or maintenance by CenturyLink of its Facilities. CenturyLink shall indemnify, defend and hold the City harmless from and against claims, demands, liens and all liability or damage of whatsoever kind on account of CenturyLink's use of the Public Ways. The City shall: (a) give prompt written notice to CenturyLink of any such claim, demand or lien with respect to which the City seeks indemnification hereunder; and (b) permit CenturyLink to assume the defense of such claim, demand, or lien with legal counsel of CenturyLink's selection. CenturyLink shall not be subject to liability for any settlement or compromise made without its prior written consent. Notwithstanding the other provisions contained herein, CenturyLink shall in no event be required to indemnify the City for any claims, demands, or liens arising from the negligence or wrongful actions or inactions of the City, its officials, boards, commissions, agents, contractors, and/or employees.

SECTION 8. Insurance Requirements. CenturyLink, at its cost and expense, will obtain and keep in full force and effect during the term of this Ordinance, the following insurance coverage and their respective minimum limits: (a) workers' compensation insurance within statutory limits; (b) employer's liability insurance with limits of not less than \$1,000,000.00 per occurrence, \$2,000,000.00 in the aggregate; (c) comprehensive general liability insurance within limits of not less than \$3,000,000.00 for bodily injury or death to each person, \$3,000,000.00 for property damage resulting from any one accident, and \$3,000,000.00 for other types of liability; and (d) automobile liability insurance for all owned, non-owned, and hired vehicles that are or may be used by CenturyLink and its employees with a limit of \$1,000,000.00 for each person and \$3,000,000.00 for each accident. Each liability insurance policy CenturyLink is required to obtain and maintain under this Section 8 will name City and its officers, representatives, agents, and employees as additional insureds. CenturyLink will not cancel, modify, and/or reduce in amount or scope the insurance coverage required to be maintained under this Ordinance without first providing City thirty (30) days' prior written notice. All insurance CenturyLink is required to obtain and maintain under this Section 8 will be issued only by insurance companies licensed in Oregon. Prior to City's execution and acceptance of this Ordinance, upon renewal of each insurance policy and at any other time thereafter within thirty (30) days after City's written request, CenturyLink will provide City with certificates evidencing CenturyLink's compliance with this Section 8.

SECTION 9. Annexation. When any territory is approved for annexation to the City, the City shall within ten (10) business days provide by certified mail, return receipt requested, postage prepaid, to CenturyLink at the addresses provided in Section 18 hereof: (a) each site address to be annexed as recorded on City assessment and tax rolls; (b) a legal description of the proposed boundary change; and (c) a copy of the City 's ordinance approving the proposed annexation.

SECTION 10. Plan, Design, Construction and Installation of CenturyLink's Facilities.

10.1 All Facilities under authority of this Ordinance shall be used, constructed and maintained in accordance with applicable law.

10.2 CenturyLink shall, prior to commencing new construction or major reconstruction work in Public Ways or other public places, apply for a permit from the City, which permit shall not be unreasonably withheld, conditioned, or delayed. CenturyLink will provide plans of new facilities to be placed in the Public Ways pursuant to a permit issued by the City. CenturyLink will abide by all applicable ordinances and reasonable rules, regulations and requirements of the City consistent with applicable law, and the City may inspect the manner of such work and require remedies as may be reasonably necessary to assure compliance. Notwithstanding the foregoing, CenturyLink shall not be obligated to obtain a permit to perform emergency repairs or for normal maintenance of its facilities.

10.3 To the extent practical and consistent with any permit issued by the City, all Facilities shall be located so as to cause minimum interference with the Public Ways and shall be constructed, installed, maintained, cleared of vegetation,

renovated or replaced in accordance with applicable rules, ordinances and regulations of the City.

10.4 If, during the course of work on its Facilities, CenturyLink causes damage to or alters the Public Way or other public property, CenturyLink shall replace and restore such Public Way or public property at CenturyLink's expense to a condition reasonably comparable to the condition that existed immediately prior to such damage or alteration, normal wear and tear excepted.

10.5 CenturyLink shall have the right to excavate the Public Ways subject to reasonable conditions and requirements of the City. Before installing new underground facilities or replacing existing underground facilities, CenturyLink shall first obtain a permit from the City in accordance with subsection 10.2 hereof.

10.6 Nothing in this Ordinance shall be construed to prevent the City from constructing, maintaining, repairing, or relocating its sewers, streets, water mains, sidewalks, or other public property. However, before commencing any work within a Public Way that may affect CenturyLink's Facilities, the City shall give written notice to CenturyLink, and all such work shall be done, insofar as practicable, in such a manner as not to obstruct, injure, or prevent the free use and operation of CenturyLink's poles, wires, conduits, conductors, pipes, and appurtenances.

10.7 CenturyLink shall not attach to, or otherwise use or commit to use, any pole owned by City until a separate pole attachment agreement has been executed by the parties.

SECTION 11. Relocation of Facilities.

11.1 Relocation for the City. Except in case of an Emergency, within thirty (30) days after City's request, CenturyLink will, at CenturyLink's cost and expense, remove, relocate, change, and/or alter the position or location of any Facilities within the Right-of-Way whenever City has determined that such removal, relocation, change, and/or alteration is necessary for any of the following reasons: (a) an Emergency; (b) the construction, repair, installation, and/or maintenance of any City or other public work or improvement; and/or (c) the operations of City in or upon the Right-of-Way requires the removal, relocation, change, and/or alteration of the Facilities. If an Emergency occurs, CenturyLink will, at CenturyLink's cost and expense, remove, relocate, change, and/or alter the position or location of any Facilities within the Right-of-Way within seventy-two (72) hours after City's request. City acknowledges that an emergency relocation may result in temporary installation.

11.2 Relocation for a Third Party. CenturyLink shall, at the request of any person holding a lawful permit issued by the City and/or in support of a Non-Essential Project by City, protect, support, raise, lower, temporarily disconnect, relocate in or remove from Public Ways, as applicable and if possible, any CenturyLink property, provided that the cost of such action is borne by the person requesting it and CenturyLink is given reasonable advance written notice and sufficient time to take the appropriate action. In such situation, CenturyLink may also require advance payment. For purposes of this subsection, "reasonable advance written notice" shall mean no fewer than forty-five (45) days for a temporary relocation, and no fewer than one hundred twenty (120) days for a permanent relocation.

11.3 Alternatives to Relocation. CenturyLink may, after receipt of written notice requesting a relocation of Facilities, submit to the City written alternatives to such relocation. Such alternatives shall include the use and operation of temporary transmitting facilities in adjacent Public Ways. The City shall promptly evaluate such alternatives and advise CenturyLink in writing if one or more of the alternatives are suitable. If requested by the City, CenturyLink shall promptly submit additional information to assist the City in making such evaluation. The City shall give each alternative proposed by CenturyLink full and fair consideration. In the event the City ultimately determines that there is no other

reasonable alternative, CenturyLink shall relocate the Facilities as otherwise provided herein. Notwithstanding the foregoing, CenturyLink shall in all cases have the right to abandon the Facilities.

SECTION 12. Vegetation Management. CenturyLink shall have the authority to trim trees and other growth in the Public Ways in order to access and maintain the Facilities in compliance with applicable law and industry standards.

SECTION 13. Payment by CenturyLink. In consideration of the rights, privileges, and franchise hereby granted, CenturyLink, its successors and assigns, shall pay the City from and after the date of the acceptance of this franchise an amount equal to seven percent (7%) of the monthly recurring revenues received for basic local exchange service within the City for services listed in Appendix A, less net uncollectibles, including any extension of those City limits from time to time. Payment shall be made quarterly on or before sixty (60) days after the end of each calendar quarter. Such payment made by CenturyLink will be accepted by the City from CenturyLink.

SECTION 14. Revocation of Franchise for Noncompliance.

14.1 In the event that the City believes that CenturyLink has not materially complied with the terms of the Franchise, the City shall informally discuss the matter with CenturyLink. If these discussions do not lead to resolution of the problem, the City shall notify CenturyLink in writing of the exact nature of the alleged noncompliance.

14.2 CenturyLink shall have thirty (30) days from receipt of the written notice described in subsection 14.1 to either respond to the City, contesting the assertion of noncompliance, or otherwise initiate reasonable steps to remedy the asserted noncompliance issue, notifying the City of the steps being taken and the projected date that they will be completed.

14.3 In the event that CenturyLink does not comply with subsection 14.2, above, unless the parties agree to an extension of the time provided in subsection 14.2, above, the City shall schedule a public hearing to address the asserted noncompliance issue. The City shall provide CenturyLink at least twenty (20) days' prior written notice of, and the opportunity to be heard, at the hearing.

14.4 Subject to applicable federal and state law, in the event the City, after the hearing set forth in subsection 14.3, determines that CenturyLink is noncompliant with this Ordinance, the City may:

- A. Seek specific performance of any provision which reasonably lends itself to such remedy, as an alternative to damages; or
- B. Commence an action at law for monetary damages or other equitable relief; or
- C. In the case of substantial noncompliance with a material provision of the Ordinance, seek to revoke the Franchise in accordance with subsection 14.5.

14.5 Should the City seek to revoke the Franchise after following the procedures set forth above, the City shall give written notice to CenturyLink including a statement of all reasons for such revocation. CenturyLink shall have ninety (90) days from receipt of such notice to object in writing and state its reason(s) for such objection. Thereafter, the City may seek revocation of the Franchise at a public hearing. The City shall cause to be served upon CenturyLink, at least thirty (30) days prior to such public hearing, a written notice specifying the time and place of such hearing and stating its intent to revoke the Franchise. At the designated hearing, the City shall give CenturyLink an opportunity to state its position on the matter, after which the City shall determine whether or not the Franchise shall be revoked. CenturyLink may appeal the City's determination to an appropriate court, which shall have the power to review the decision of the City *de novo*. Such appeal must be taken within sixty (60) days of the issuance of the City's determination. The City may, at its sole discretion, take any lawful action which it deems appropriate to enforce its rights under this Ordinance in lieu of revocation.

14.6 Notwithstanding the foregoing provisions in this Section 14, CenturyLink does not waive any of its rights under applicable law.

SECTION 15. No Waiver of Rights. Neither the City nor CenturyLink shall be excused from complying with any of the terms and conditions contained herein by any failure of the other, or any of its officers, employees, or agents, upon any one or more occasions to insist upon or to seek compliance with any such terms and conditions. Each party expressly reserves any and all rights, remedies, and arguments it may have at law or equity, without limitation, and to argue, assert, and/or take any position as to the legality or appropriateness of any provision in this Ordinance that is inconsistent with State or Federal law, as may be amended.

SECTION 16. Transfer of Franchise. CenturyLink's right, title, or interest in the Franchise shall not be sold, transferred, assigned, or otherwise encumbered without prior notice to and prior approval by the City, such approval not to be unreasonably withheld, conditioned or delayed. Notwithstanding the foregoing, when said sale, transfer, assignment, or encumbrance is to an entity controlling, controlled by, or under common control with CenturyLink, or for any rights, title, or interest of CenturyLink in the Franchise or Facilities in order to secure indebtedness, or to an entity that acquires substantially all the assets or equity of CenturyLink by sale, merger, consolidation or reorganization, approval by the City shall not be required.

SECTION 17. Amendment. Amendments to the terms and conditions contained herein shall be mutually agreed upon in writing by the City and CenturyLink.

SECTION 18. Notices. Any notice required or permitted to be given hereunder shall be deemed sufficient if given by a communication in writing and shall be deemed to have been received upon actual receipt or refusal of delivery if sent by (a) personal delivery, (b) United States Mail, postage prepaid, certified, return receipt requested, or (c) nationally recognized overnight courier, and addressed to the Parties as set forth below:

To City:

City of Prineville
ATTN: City Recorder
387 NE Third Street
Prineville, OR 97754

with a copy to:

Jered Reid
Law Office of Jered Reid, LLC
545 NE 7th Street
Prineville, OR 97754

To CenturyLink:

CenturyLink
ATTN: ROW/NIS Manager
100 CenturyLink Drive
Monroe, LA 71203

with a copy to:

CenturyLink

ATTN: Legal Department
931 14th Street
Denver, CO 80202

SECTION 19. Severability. If any section, sentence, paragraph, term or provision hereof is for any reason determined to be illegal, invalid, or superseded by other lawful authority, including any state or federal regulatory authority having appropriate jurisdiction thereof, or unconstitutional, illegal or invalid by any court having appropriate jurisdiction thereof, such portion shall be deemed a separate, distinct, and independent provision, and such determination shall have no effect on the validity of any other section, sentence, paragraph, term or provision hereof, all of which will remain in full force and effect for the term of the Franchise or any renewal or renewals thereof.

NOW, THEREFORE, THE PEOPLE OF THE CITY OF PRINEVILLE DO ORDAIN AND APPROVE THE AFOREMENTIONED AGREEMENT presented for the first time at a regular meeting of the City Council held on January 28, 2020 and the City Council finally enacted the following Ordinance on this 11th day of February, 2020.

Stephen P. Uffelman
Mayor

ATTEST:

Lisa Morgan, City Recorder

ACCEPTED BY CENTURYLINK:

QWEST COMMUNICATIONS D/B/A CENTURYLINK QC

BY: _____
Danett Kennedy

TITLE: Senior Manager – DF/ROW _____

DATE: _____

Appendix A

Service categories included in revenue for calculation of Franchise fee:

1. Business Local Access—including Flat Rate, Multiparty, and Extended Area Service
2. Business Measured Usage Local Access Service
3. Flat Usage Local Access Trunks
4. Low Income Telephone Assistance Program Local Access
5. Measured Rate Local Access Trunk Usage
6. Message Rate Local Access Trunk Usage
7. Public Access Line (PAL) Service
8. Residential Local Access—including Flat Rate, Multiparty, and Extended Area Service
9. Residential Measured Usage

A non-exclusive listing of categories of revenue not representing the retail sale of basic local exchange services, and therefore excluded from the calculation of any fee due to the City:

1. Proceeds from the sale of bonds, mortgages, or other evidences of indebtedness, securities or stocks;
2. Bad debt write-offs and customer credits
3. Revenue from directory advertising
4. Any amounts collected from customers that are to be remitted to a federal or state agency as part of a Universal Service Fund or other government program, including but not limited to support for the hearing impaired
5. Any amounts collected for taxes, fees, or surcharges and paid to the federal, state or local governments
6. Revenues from Internet access
7. Revenues from digital or other electronic content, such as computer software, music and video downloads
8. Revenues from equipment sales, rentals, installation and maintenance
9. Revenues from any carrier purchased for resale
10. Revenues from private line services not for switched local access service

**RESOLUTION NO. 1424
CITY OF PRINEVILLE, OREGON**

**A RESOLUTION AUTHORIZING THE PARTICIPATION IN THE CENTRAL
OREGON PUBLIC WORKS PARTNERSHIP (COPWP) INTERGOVERNMENTAL
AGREEMENT FOR EQUIPMENT AND SERVICES**

Whereas, the Central Oregon Public Works Partnership (COPWP) Intergovernmental Agreement for Equipment and Services (COPWP-IGA) is a mutual agreement that defines the exchanges of Public Works equipment and services between Oregon public entities, specifically those within Central and Eastern Oregon.

Whereas, COPWP-IGA promotes collaboration and sharing of resources in an effort to maximize tax-payer investments and reduce expenditures.

Whereas, Deschutes County, City of Bend, City of Redmond, City of Madras, Swally Irrigation District, City of Sisters, Oregon Military Department, Central Oregon Irrigation District, City of La Pine, Bend La Pine School District, and Jefferson County are all members of the COPWP-IGA.

Whereas, City staff believes it is in the best interest of the City of Prineville (“City”) to be a participant of the COPWP-IGA.

Now, Therefore, the City of Prineville resolves that the Central Oregon Public Works Partnership (COPWP) Intergovernmental Agreement for Equipment and Services is hereby approved and that the Mayor is authorized and instructed to sign such Agreement on behalf of the City.

Approved by the City Council this ____ day of February, 2020.

Stephen P. Uffelmann, Mayor

ATTEST:

Lisa Morgan, City Recorder

CENTRAL OREGON PUBLIC WORKS PARTNERSHIP (COPWP) INTERGOVERNMENTAL AGREEMENT FOR EQUIPMENT AND SERVICES

This AGREEMENT is made between the SIGNED PARTIES pursuant to the authority provided by ORS Chapter 190 and shall be referred as the **COPWP-IGA** (Central Oregon Public Works Partnership Intergovernmental Agreement)

WHEREAS:

1. Each PARTY owns certain equipment and materials, and provides services that may be useful to another PARTY for public works, construction, operations, maintenance and related activities; and
2. The PARTIES agree that sharing equipment, materials, and services promotes the cost-effective and efficient use of public resources; and
3. The PARTIES recognize that the primary benefit of increased partnership and cooperation is the reduction of overhead expenses, staffing expenses and redundant purchases/services as opposed to pursuit of joint ventures with the intention of supplanting work or services that are typically or historically contracted within each agency; and
4. Each PARTY is encouraged to expand partnership opportunities by joining the similar established Portland Metropolitan Area Transportation Co-operative IGA for Equipment and Services (PMAT); and
5. Each PARTY recognizes the benefit in maintaining ongoing communication within the Public Works agencies in Central Oregon for the purpose of identifying opportunities for additional partnership and collaboration; and
6. The PARTIES desire to enter into an AGREEMENT to establish procedures for sharing equipment, materials and services, and defining legal relationships and responsibilities. Therefore, in consideration of the mutual covenants herein, it is

AGREED:

1. The PARTIES shall make available to each other vehicles, equipment, machinery, materials, related items and/or services in the manner and on the terms and conditions provided herein. The vehicles, equipment and machinery covered by this AGREEMENT shall only be such items appropriate for public works, construction, and shall not include regular automobiles. The PARTY supplying the services or the vehicles, machinery and equipment shall be designated as the "**PROVIDER**" herein. The PARTY receiving the services or assuming the use of vehicles, machinery or equipment shall be designated as the "**USER**" herein.
2. An **EQUIPMENT SHARING CATALOG** will be provided by each PARTY to the others to describe current rental rates. Supplies will be charged at PROVIDER'S invoice cost plus an established administrative fee, or may be replaced by the USER.
3. An estimate for specific services will be supplied by the PROVIDER at the request of the USER. Service PROVIDERS shall maintain an accurate cost accounting system, track expenditures and provide monthly billing to USER. PROVIDER'S invoices will be paid by USERS in full within thirty (30) days of billing. Upon mutual consent, PROVIDERS may elect to make alternative payment arrangements.
4. Services, equipment or materials shall be provided upon reasonable request at mutually convenient times and locations. The PROVIDER retains the right to refuse to honor a request if the equipment or materials are needed for other purposes, if providing the equipment or materials would be unduly inconvenient, or if for any other reason, the

PROVIDER determines in good faith that it is not in its best interest to provide a particular item at the requested time. Equipment shall be returned immediately at PROVIDER'S request.

5. The USER receiving the equipment shall take proper precaution in its operation, storage and maintenance. Equipment shall be used only for its intended purpose. The USER shall permit the equipment to be used only by properly trained, properly licensed, and supervised operators. The USER shall be responsible for equipment repairs necessitated by misuse or negligent operation and for the maintenance and/or replacement of high wear items (i.e., milling machine teeth, etc.). The USER shall not be responsible for scheduled preventive maintenance (P.M.) unless equipment hours used exceeds the P.M. schedule periods and has been agreed by the PROVIDER. The USER shall perform and document required written maintenance checks prior to and after use and shall provide routine daily maintenance of equipment (i.e., fluid checks, lubricating, etc.) during the period in which the equipment is in USER'S possession.
6. PROVIDER shall endeavor to provide equipment in good working order and to inform USER of any information reasonably necessary for the proper operation of the equipment. The equipment is provided "as is", with no representation or warranties as to its condition or its fitness for a particular purpose. USER shall be solely responsible for selecting the proper equipment for its needs and inspecting equipment prior to use. It is acknowledged by the PARTIES that the PROVIDER is not in the business of selling, leasing, renting or otherwise providing equipment to others and that the PARTIES are acting only for their mutual convenience and efficiency.
7. USER is exclusively responsible for the care and operation of the equipment. User shall save, defend, indemnify, and hold harmless PROVIDER, its officers, employees, and agents from all claims, suits, and actions of any nature resulting from or arising out of the activities or omissions of USER with respect to the care and operation of the equipment by USER'S employees, subcontractors, or agents. Provided however, liability of USER, its officers, employees or agents acting within the scope of their employment or duties on claims within the scope of Oregon Revised Statutes (ORS) 30.260-30.300 shall not exceed the limits as described in ORS 30.272. USER'S officers, employees and agents are indemnified and defended by USER in accordance with the Oregon Tort Claims Act (OTCA) pursuant to ORS 30.260-30.300 when acting within the scope and course of their employment. PROVIDER shall save, defend, indemnify, and hold harmless USER, its officers, employees, and agents from all claims, suits, and actions of any nature resulting from or arising out of the activities or omissions of PROVIDER or any of its employees, subcontractors, or agents, acting under this Agreement. Provided however liability of PROVIDER, its officers, employees or agents acting within the scope of their employment or duties on claims within the scope of Oregon Revised Statutes (ORS) 30.260-30.300 shall not exceed the limits as described in ORS 30.272.
8. The PARTIES shall provide equipment or materials storage to each other, at no charge, upon request when mutually convenient. It is recognized that such storage is for the benefit of the PARTY requesting it. The PARTY storing the equipment or materials shall be responsible for providing a reasonably safe and secure area and not responsible nor liable for theft or damage.
9. The PROVIDER may require, in its sole discretion, that only PROVIDER'S personnel operate equipment. In so doing, PROVIDER shall be deemed an independent contractor and PROVIDER'S employees shall not be deemed employees of USER. The PROVIDER'S operator shall perform under the general direction and control of the USER, but shall retain full control over the manner and means of using the equipment.
10. For the purposes of this AGREEMENT, the PARTIES are independent contractors. Nothing herein shall alter the employment status of any workers providing services under this AGREEMENT. Such workers shall at all times continue to be subject to all standards of performance, disciplinary rules and other terms and conditions of their employer. No USER shall be responsible for the direct payment of any salaries, wages, compensation or benefits for PROVIDER'S workers performing services to USERS under this AGREEMENT.

11. Each PARTY shall be solely responsible for its own acts and those of its employees and officers under this AGREEMENT. No PARTY shall be responsible or liable for consequential damages to another PARTY arising out of providing or using equipment or services under this AGREEMENT. USER shall bear sole responsibility for ensuring that it has the authority to request the work, for proper design of the work and for any representations made to the PROVIDER regarding site conditions or other aspects of the project. The PROVIDERS of the equipment shall adequately insure the equipment or provide self-insurance coverage.
12. Any PARTY may terminate its participation by providing thirty (30) days written notice to the other PARTIES. Any amounts due and owing by a terminating PARTY shall be paid within thirty (30) days of termination.
13. Nothing herein shall be deemed to restrict authority of any of the PARTIES to enter into separate AGREEMENTS governing the terms and conditions for providing equipment, services or joint contracts for special projects on terms different than specified herein.
14. Any OREGON PUBLIC ENTITY may become a PARTY to this AGREEMENT. Each PARTY in accordance with the applicable procedures of that PARTY shall approve this AGREEMENT. This AGREEMENT will be executed separately by each PARTY and shall be effective as to each PARTY and binding among all the PARTIES that have signed this AGREEMENT on the date of execution and sending a copy of the signed AGREEMENT to the Deschutes County Road Department which is overseeing the administration of the COPWP-IGA.
15. This AGREEMENT may be amended by written amendment signed by all of the PARTIES.

- end of the AGREEMENT narrative -

COPWP AGREEMENT SIGNATURE PAGE

IN THE WITNESS WHEREOF, the PUBLIC ENTITY _____ (PARTY)
has caused this AGREEMENT to be executed by its duly authorized representatives as the date of their signatures
below:

_____ Signature of Officer	_____ Date	_____ Officer's title
_____ Signature of Officer	_____ Date	_____ Officer's title
_____ Signature of Counsel	_____ Date	_____ Counsel's title

Name and title of
the Contact
Representative: _____

Address: _____

Phone: _____ Fax: _____

E-mail: _____

1. Send the **original COPWP AGREEMENT Signature Page** (this page),
2. and the **EQUIPMENT SHARING CATALOG** (page 1, paragraph 2) to:
Chris Doty, COPWP-IGA Administrator, for distribution.

Deschutes County Road Department, 61150 SE 27th Street, Bend OR 97702
Telephone: 541.322.7105
e-mail: Chris.Doty@co.deschutes.or.us

Retain a 2nd original **COPWP AGREEMENT Signature Page** for your records (2-sets are required).

INSTRUCTIONS FOR THE COPWP-IGA FOR EQUIPMENT AND SERVICES

The following is directed to officials of local governments that may want to participate the accompanying public works **INTERGOVERNMENTAL AGREEMENT (IGA) FOR EQUIPMENT AND SERVICES [AGREEMENT]**:

There are four pages to the COPWP-IGA:

- Exhibit A: The COPWP-IGA narrative – pages 1-3
- COPWP AGREEMENT Signature Page – page 4
- COPWP Instructions (this page) – page 5

The purpose of the COPWP-IGA is for to exchange Public Works equipment and services between OREGON PUBLIC ENTITIES, specifically those within Central and Eastern Oregon.

All PARTIES, who sign the **AGREEMENT**, must honor the AGREEMENT entirely.

Deschutes County has agreed to oversee administration of the COPWP-IGA. The COPWP-IGA Administrator will notify all the Contract Representatives for all PARTIES. The COPWP-IGA Administrator will not be involved between any disputes of the COPWP-IGA PARTIES, nor would Deschutes County or its employees be liable for any damages sought between any two other PARTIES.

Each new PARTY shall execute the **COPWP AGREEMENT SIGNATURE PAGE** in two original sets: One shall be filed with the COPWP-IGA administrator for approval and distribution, and the second for the PARTY entity's records. The COPWP-IGA administrator's originals are filed with the Deschutes County Clerk.

Each PARTY will obtain a mailing list of the current AGREEMENT holders from the COPWP-IGA Administrator.

Each PARTY will send each its **EQUIPMENT SHARING CATALOG** (page 1, paragraph 2) to the COPWP-IGA Administrator for distribution to all the PARTIES. It is the responsibility of each PARTY to send updates of the catalog to the COPWP-IGA Administrator.

After the signature and approval process is completed, any PARTY may directly approach any other PARTY for exchange of services. There is no need to coordinate requests amongst PARTIES.

It is important to note paragraph 4 (page 1): "the PROVIDER retracts the right to refuse a request".

History: The COPWP IGA is based on the successful MORE IGA (Managing Oregon Resources Efficiently). The MORE IGA (formerly PMAT IGA) for shared services was originally signed by Multnomah County, the City of Gresham and Oregon Department of Transportation in 1996. By the provision of 1999 ADDENDUM, other parties agreed to sign the agreement.

COPWP IGA participants are encouraged to also join the MORE IGA managed by Marion County Public Works at <https://www.co.marion.or.us/PW/Roads/MORE/Pages/default.aspx>

THE COPWP IGA AGENCY MEMBERS:

IGA #	Date	Agency	Equipment List (Year)	IGA Administrator
1	12/17/12	Deschutes County Road Department	2013	Chris Doty
2	12/19/12	City of Bend Public Works	2013	David Abbas
3	02/12/13	City of Redmond Public Works	2013	Bill Duerden
4	02/12/13	City of Madras Public Works	2013	Jeff Hurd
5	04/10/13	Swalley Irrigation District		Suzanne Buterfield
6	04/26/13	City of Sisters		Paul Bertagna
7	07/08/13	Oregon Military Dept. (Oregon Youth Challenge Program)		Karen Ramsey
8	09/24/13	Central Oregon Irrigation District		Craig Horrell
9	1/18/16	City of La Pine PW	2016	Jake Obrist
10	1/23/18	Bend La Pine School District		Mike Tiller
11	11/7/18	Jefferson County PW	2018	Matt Powlison
12				
13				
14				
15				