



**Location:** City Hall – Council Chambers  
**Date:** August 26, 2025  
**Time:** 6:00 PM

## City Council Meeting Agenda

Mayor Jason Beebe, Council Members Steve Uffelman, Janet Hutchison, Shane Howard, Jerry Brummer, Scott Smith, Marv Sumner and City Manager Steve Forrester

<https://us02web.zoom.us/j/86392543965>

### Call to Order

### Flag Salute

### Additions to Agenda

### Consent Agenda

- [1.](#) Regular Meeting Brief 8-12-2025
- [2.](#) Annual Liquor License Renewals

### Visitors, Appearances, and Requests Limited to Three (3) Minutes Per Person

### Council Presentations

### Council Business

- [3.](#) Authorization to Provide a Housing Grant Support Letter - Josh Smith

### Staff Reports and Requests

- [4.](#) City Manager's Report - Steve Forrester
- [5.](#) Quarterly Financial Report - Lori Hooper Antram

### Council Reports

### Ordinances

- [6.](#) Ordinance No. 1302 - Adopting Changes in Prineville Code Section 93.59 - Parking **(SECOND PRESENTATION)** - Jered Reid
- [7.](#) Ordinance No. 1303 - Adopting a Towing Ordinance for the City of Prineville **(SECOND PRESENTATION)** - Jered Reid

### Resolutions

- [8.](#) Resolution No. 1631 - Adopting the City of Prineville's Representation in the Update to the Crook County Multi-Jurisdictional Natural Hazard Mitigation Plan - Josh Smith



**Visitors, Appearances, and Requests** Limited to Three (3) Minutes Per Person

### **Adjourn**

9. Executive Session Pursuant to ORS 192.660 (2)(e) - To conduct deliberations with persons you have designated to negotiation real property transactions

***Agenda items may be added or removed as necessary after publication deadline***

Individuals needing special accommodations such as sign language, foreign language interpreters or equipment for the hearing impaired must request such services at least 48 hours prior to the City Council meeting. To make your request, please contact the City Recorder at 541-447-5627 (voice), or by e-mail to [recorder@cityofprineville.com](mailto:recorder@cityofprineville.com)



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

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

**City Council Meeting Brief**  
**August 18, 2025**

**Council Members Present:**

Scott Smith  
Marv Sumner

Shane Howard  
Jerry Brummer

**Council Members Absent**

Janet Hutchison  
Steve Uffelman  
Jason Beebe

**1. Select Presiding Council Member for 8-12-2025 Council Meeting – Jered Reid**

**Councilor Brummer made a motion to nominate Councilor Marv Sumner to preside over the meeting. Motion seconded. All in favor, motion carried.**

Councilor Sumner took the chair to preside.

**Additions to the Agenda**

None.

**Consent Agenda**

2. Regular Meeting Brief 7-22-2025
3. Dad's Place Change in Ownership Liquor License

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

**Visitors, Appearances, and Requests**

4. Limited to Three (3) Minutes Per Person

Jered Reid, City Attorney, explained that the three (3) minute limit is for visitors and appearances only and does not apply to public hearings.

Pam Tano, Elm Street, Prineville resident, thanked Council for hearing concerns and knows it is a lot of work for Councilors. Ms. Tano talked about the resolution on the agenda and public records.

No one else came forward.

### **Council Presentations**

None.

### **Ordinances:**

None.

### **Council Business:**

#### **5. Intent to Award 2026 Patrol Vehicle Purchase & Equipment Upgrades – Chief Profio**

Chief Profio presented his staff report, adding that all the vehicles will be marked. There will be two different contracts, one for the purchase of the vehicles and one for upgrading the new vehicles, and is asking Council to approve the two contracts.

There were discussions regarding having to keep police vehicles running at all times while in service to keep all of the equipment on.

Mr. Reid explained that this will require two separate motions to be made.

**Councilor Brummer made a motion to approve the intent to purchase six (6) new patrol vehicles to Kendall Ford of Bend in the amount of \$281,025.06. Motion seconded. No discussion on motion. All in favor, motion carried.**

**Councilor Smith made a motion to approve contracting with Wireworks LLC to upgrade the city vehicles. Mr. Reid recommended clarification of the motion. Motion seconded. No further discussion on the motion. All in favor, motion carried.**

#### **6. Intent to Renew GSI Water Rights Consulting Contract for FY 25/26 – Casey Kaiser**

Casey Kaiser, Assistant City Manager / Public Works Director, presented the staff report and went through all the services that GSI provides to the city. The city has a complex water portfolio. There is a slight increase to the contract fee for additional services that will be required in the well field this fiscal year.

Councilor Brummer added that we have been working with GSI for about 20 years now, and they are probably the most respected in the state.

**Councilor Brummer made a motion to approve the contract with GSI for Water Rights Consulting Services for FY 25/26. Motion seconded. No discussion on the motion. All in favor, motion carried.**

**Staff Reports and Requests:**

**7. City Manager's Report – Steve Forrester**

Mr. Forrester presented his manager's report highlighting the activity of each department. Mr. Forrester explained the importance of each of the department's activities and how they extend the life of city assets and saves money.

Councilor Brummer congratulated Zach Lampert, PGA Head Golf Pro / Meadow Lakes Facility Manager, on his achievement.

Councilor Smith asked about CV International and whether they will be using existing buildings. Josh Smith, Planning Director, explained that they have already broken ground and will be building in phases.

There were no further questions.

**Council Reports**

No reports.

**Ordinances:**

**8. Ordinance No. 1302 – Adopting Changes to Prineville Code Section 93.59 – Parking (FIRST PRESENTATION) - Jered Reid**

Mr. Reid explained that this is the first presentation, and it will have a second presentation if passed. Mr. Reid added that he added an exemption for unloading and loading RV's based on Council discussions at the last meeting. The city receives numerous complaints surrounding living in RV's. Mr. Reid provided additional background information.

Officers Kathryn Bottoms and Andy Person stated they are in support of this ordinance and went through a PowerPoint presentation. They highlighted what the warning letter would look like and showed photos of how many RV's and trailers are currently in the ROW that they were able to find in just a few minutes. If these ordinances (parking and towing) pass, a big component will be educational outreach, which they currently do, but will do even more. They continued with other current issues they face, such as the ability to tow the larger vehicles and the space to store them.

Discussions continued regarding living in RV's being a land use issue and requires judicial action to remedy that. How these ordinances will help the public works department as well, and the effects on safety.

**Councilor Howard made a motion to approve the first presentation of Ordinance No. 1302. Motion seconded. No discussion on motion. All in favor, motion carried.**

**9. Ordinance No. 1303 – Adding Chapter 74 to the Prineville City Code Towing Ordinance (FIRST PRESENTATION) – Jered Reid**

Mr. Reid explained that he had wanted to do this earlier in the year; however, he had to focus on other things.

This ordinance will add a chapter for towing and will supplement the previous ordinance based on statewide initiatives.

**Councilor Smith made a motion to approve the first presentation of Ordinance No. 1303. Motion seconded. No discussion on motion. All in favor, motion carried.**

**Resolutions:**

**10. Resolution No. 1630 – Authorizing Policy for Streaming & Archiving City Meetings – Jered Reid**

Mr. Reid provided the background information for the resolution, and that this will actually allow for watching Council meetings. Mr. Reid explained how archiving works and what that means.

There were discussions regarding the difference between public hearings and visitors and appearances.

Councilor Howard talked about a local publication that made it appear as though Council didn't want to have video of Council meetings, when all of Council actually supported this.

**Councilor Smith made a motion to approve Resolution No. 1630. Motion seconded. No discussion on motion. All in favor, motion carried.**

Mr. Reid added that this will be available at the next meeting.

**Visitors, Appearances, and Requests:**

No one came forward.

**Adjourn**

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

Meeting adjourned at 6:48 P.M.

**Motions and Outcomes:**

Motion:	Outcome	Beebe	Brummer	Howard	Hutchison	Smith	Sumner	Uffelmann
Consent Agenda as Presented	PASSED	-	Y	Y	-	Y	Y	-
Motion to approve the intent to purchase six (6) new patrol vehicles to Kendall Ford of Bend in the amount of \$281,025.06	PASSED	-	Y	Y	-	Y	Y	-
Motion to approve contracting with Wireworks LLC to upgrade the city vehicles	PASSED	-	Y	Y	-	Y	Y	-
Motion to approve the contract with GSI for Water Rights Consulting Services for FY 25/26	PASSED	-	Y	Y	-	Y	Y	-
Ordinance No. 1302 – Adopting Changes to Prineville Code Section 93.59 – Parking <b>(FIRST PRESENTATION)</b>	PASSED	-	Y	Y	-	Y	Y	-
Ordinance No. 1303 – Adding Chapter 74 to the Prineville City Code Towing Ordinance <b>(FIRST PRESENTATION)</b>	PASSED	-	Y	Y	-	Y	Y	-
Resolution No. 1630 – Authorizing Policy for Streaming & Archiving City Meetings	PASSED	-	Y	Y	-	Y	Y	-
Adjourn Meeting	PASSED	-	Y	Y	-	Y	Y	-

**Public Records Disclosure**

Under the Oregon public records law, all meeting information, agenda packets, ordinances, resolutions, audio, and meeting briefs are available at the following URL:

<https://www.cityofprineville.com/meetings>.

## **Annual Liquor License Renewals**

8-26-2025

Prineville Liquor Store

Bi-Mart

Main Station Express





## CITY COUNCIL STAFF REPORT

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**MEETING DATE:** 8/12/2025

**PREPARED BY:** Joshua Smith

**SECTION:** Council Business

**DEPARTMENT:** Planning

**CITY GOAL(S):** Fiscal Responsibility, Position City for Future

**SUBJECT:** Housing

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**REASON FOR CONSIDERATION:**

The City has a statutory requirement under HB 2003 to update its Housing Capacity Analysis every 8 years and provide a Housing Production Strategy (HPS) within a year of that. Previously Housing Capacity Analysis (HCA) were done as needed or every 20 years. Prineville last updated its housing analysis in 2019 with Ordinance 1254. An HPS was not required in 2019 as our HCA was adopted prior to the rule. See the attached overview for more information.

**BACKGROUND:** The Planning Department applied for the housing grant prior to the August 4<sup>th</sup> deadline. This grant is intended to be managed by the State with a State provided consultant as we did in 2019. The grant cannot be awarded without a letter of support from the City's governing body. This support is for the grant only and does not in any way indicate support for the final HCA or HPS. There is likely to be more questions about the HPS than the HCA.

**FISCAL IMPACT:** The fiscal impact to the City will be provided in staff time, some materials and meeting space. The grant is intended to cover all other costs associated with the consultant and production of the documents.

**RECOMMENDATION:** The Planning Director recommends supporting the grant opportunity. Support for the grant is fiscally responsible and gives the City more involvement when negotiating the Housing Production Strategy (HPS).

**RELATED DOCUMENT(S):** Overview  
Letter of support



# City of Prineville

387 NE THIRD STREET ♦ PRINEVILLE, OREGON 97754

## COMMUNITY DEVELOPMENT

Phone: (541)447-2367

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EMAIL: [jsmith@cityofprineville.com](mailto:jsmith@cityofprineville.com)

Web Site: [www.cityofprineville.com](http://www.cityofprineville.com)

8/26/2025

Department of Land Conservation and Development  
635 Capitol Street NE Suite 150  
Salem, OR 97301

**RE:** Housing Planning Assistance Application support letter

Grant Committee:

The Prineville City Council at its August 26<sup>th</sup>, 2025 meeting voted in support of the City's application for housing planning assistance as required by the application. This assistance is intended to guide the City through statutory requirements for a Housing Capacity Analysis (HCA) and Housing Production Strategy (HPS). This support letter should not be construed as support for final adoption of either document.

Thank you for your consideration.

Sincerely,

\_\_\_\_\_  
Jason Beebe  
Mayor City of Prineville

Date: \_\_\_\_\_

## Overview

In Oregon, cities have a long-standing requirement to study and plan for their community's housing needs. House Bill 2003 now adds a new rule for cities with a population over 10,000. They must study and plan for the housing needs of both current and future residents every six or eight years, depending on their location.

For cities within the Portland Metro Boundary, they need to update their Housing Capacity Analysis (HCA) every six years. Cities outside the Portland Metro Boundary must have an eight-year update cycle for their HCA.

The bill also requires each city above 10,000 population to adopt a Housing Production Strategy (HPS) within one year of completing their Housing Capacity Analysis. This strategy must include specific actions the city plans to take, like changing regulations or offering financial incentives, to encourage the development of the necessary housing types identified in the analysis.

### Housing Capacity Analysis

To address the housing needs a community effectively, cities in Oregon must conduct a Housing Capacity Analysis (HCA). The HCA helps the city determine if a city has enough land to meet projected housing needs for the next two decades. If there is a shortfall in housing capacity, the city must either amend its urban growth boundary (UGB), allow more housing development within the existing UGB, or combine both approaches.

Cities with a population larger than 2,500 have a broader responsibility to plan for a variety of housing types beyond single-family detached housing. They must include multi-unit housing, manufactured homes, renter occupied units, government assisted units, and other forms of housing in their planning. Collectively, this range of housing types, characteristics, and locations is known as "needed housing," and it must be affordable to community members' income levels.

Housing designated as "needed housing" receives certain protections under state law, reducing costs, delays, or other barriers to its development. You can learn more about "needed housing" on this webpage.

### Housing Production Strategy

House Bill 2003 requires cities with over 10,000 people create a Housing Production Strategy (HPS) within a year of adopting their Housing Capacity Analysis (HCA). The HPS contains specific and meaningful plans, tools, actions, and policies to address housing needs identified in the HCA, along with a timeline for adopting and executing each strategy. The Department of Land Conservation and Development (DLCD) will review and approve each city's HPS to ensure it effectively meets housing needs, encourages necessary housing production, and promotes fair and equitable housing outcomes.

Cities must evaluate their HPS progress and effectiveness at a mid-term checkpoint, occurring every 3 or 4 years based on their HCA schedule. This assessment helps identify successful strategies, areas for improvement, and course corrections to ensure all housing needs are met.

In 2020, DLCD developed rules to assist cities in complying with House Bill 2003 (2019). These rules define the necessary components for a HPS report and set criteria for cities that fail to meet their housing needs. You can find these rules on the Secretary of State website (OAR 660-008-0045 through -0070).

Prineville Schedule: HCA 2027      HPS 2028

## **City Manager Update to Council**

**August 26, 2025**

### **Public Safety / Dispatch**

Katie has been doing a phenomenal job with her recruiting efforts. They have received 19 applications since reopening the recruitment, with 17 moving on to the next phase for testing. Katie also helped get the 911 simulators set up at COCC for their upcoming dispatch classes that will appear in the fall catalog.

The Faith & Blue event last weekend was well attended and the Central Oregon Rodders stopped to visit with the Police team also.

Just a reminder that the Shop With a Cop program is coming up soon. Right now, they are looking for Christmas wrapping paper supplies. Of course, donations are always welcome throughout the year to help keep this amazing community program a success.

### **Public Works**

Public Works is ready to get started on fall projects that include crack sealing, paving, meter box maintenance, and more.

### **Railroad**

The Railroad remains super busy moving those cars and wrapping up summer maintenance projects just in time to prepare for winter.

### **Meadow Lakes Golf**

August has been a very active month and looking good. A group from Portland was visiting the course for the entire weekend and helped boost revenue not only at Meadow Lakes but also through town.

### **Airport**

Wildfire activity remains down, which is great. All kinds of building activity is going on up there, keeping the airport hopping.

### **Planning**

CVI continues to move quickly to get underground work and foundation in before winter.

The Planning Commission approved the Transportation System Plan (TSP) update at the August 19<sup>th</sup> meeting and will be coming to Council on September 9<sup>th</sup>.

### **Human Resources – No Update**

### **Information Technology**

IT just completed the radio upgrades and will begin its winter maintenance programs starting in the fall.

### **Finance**

Finance is still busy with audit season. Lori is pleased with the results of implementing another method of notifying customers of any payments that may be needed with the robocall system. Shutoffs for August came in at only 28, when they were ranging in the 50-60's.

### **City Recorder/Risk Management – No Update**

**City Legal – No Update**

**EDCO – No Update**

**Public Relations**

ShanRae is reporting that in the last 90 days, our followers have increased 5.2% to 23,314. Our largest age demographic of followers is 65+ years of age at 29.2%. The second largest age group is 55-64 at 21.3%. A little more than 50% are women in all age categories. Of our followers, 55.1% are from Prineville, with the second largest being from Bend at 11.4%.

**Mayor/Council**

There is still time to register for the annual LOC conference in Portland next month.

**Economic Development and Strategic – No Update**

**Other**



*City of Prineville, Oregon  
Financial Report  
Fourth Quarter Ended  
June 30, 2025*





## Executive Summary

The City of Prineville moved to a biennial budget in FY 20 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 five, 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 light green in each of the funds. Annual budget estimates for FY 25 reflect the estimated budget allocation for the fiscal year. The quarter budget estimates have been allocated proportionally of the fiscal year budget (25 percent).

Current Quarter Quarter budget estimates allocated at 25 percent of the fiscal year budget compared to actual			Year to Date Fiscal year 2025 budget allocation 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

The financial information presented in this report is unaudited. Estimates were used due to yearend audit adjustments being in process at the time of this presentation, but changes are anticipated to be immaterial.

Through the fourth quarter, ending June 30, 2025, the City's overall financial condition increased by approximately \$6.73 million or 30 percent. Funds with significant increases in fund balance include the General Fund, all the SDC Funds, the Wastewater Fund, Administration Fund and the Building Facilities Fund. Significant contributors to the increase in the City's financial condition are increases in tax collection, grant reimbursements and the timing in which debt service payments are due.

Through yearend, General Fund revenues came in at roughly 139 percent of the annual budget or \$15.21 million. Property tax revenue is roughly 105 percent of the annual budget at quarter end. Transient lodging taxes are up approximately three percent in comparison to the prior year. Franchise fees are roughly 166 percent of the annual budget with overall collection up approximately \$2.62 million over the prior year quarter end. Increases in electrical franchise fees are the main reason that overall franchise fees are up with their increases over the prior year equaling \$2.64 million. This is largely due to the recent build out of the data centers and electrical rate increases. Overall, the General Fund realized an increase in fund balance of roughly \$4.20 million or 61 percent through the fourth quarter.

The Transportation's fund balance decreased roughly \$151,000 or 18 percent through the fourth quarter. This was largely due to the timing in which budgeted projects are completed and revenues are received. Through the fourth quarter, state gas tax collection came in at roughly \$935,000 and is up approximately \$38,000 or four percent over the prior year. A budget adjustment was made in the fourth quarter to complete the spring capital projects, which included striping and paving.

June 30, 2025

In Emergency Dispatch, fund balance decreased approximately \$94,000 or 15 percent at quarter end. Contributing to the decrease in fund balance is capital expenditures for equipment and projects continuing for tower upgrades, CAD server hardware and radio system equipment during the fourth quarter totaling \$252,000. Dispatch continued to be short staff through the fourth quarter and management recruited part-time contract dispatchers from Deschutes County to pick up shifts and one open position was filled.

In the SDC funds, capital projects continued. Transportation SDC capital projects taking place through the fourth quarter were the Peters Road / Combs Flat extension project which is anticipated to be completed in July of 2025. In the Water SDC Fund, the water resiliency project was completed, ASR well upgrades continued, and water line extensions associated with multifamily housing was completed. In the Wastewater SDC Fund, capital projects were largely associated with the utility expansion project for the Ochoco Mill apartments and Laughlin Rd. All of these projects in the SDC funds are being funded mostly through grants and reimbursements from the data centers. SDC collection during the fourth quarter was associated with eight residential and one commercial development.

Fourth quarter revenue comparisons to the prior year in the Railroad Fund show overall revenues are up roughly five percent. The significant increases are in freight depot, storage and switching charges. Freight cars are up at 688 compared to 673 in the prior year. There were 95 cars of the new hauled commodity of malt that started in the third quarter. Freight depot charges for services are up largely due increases in annual lease agreements. All appropriation categories are at or below budget with the budget adjustment that was made in the third quarter due to the railroad bridge over Madras Hwy getting hit by a truck and sustaining significant damage. Fund balance increased roughly \$79,000 through the fourth quarter.

Meadow Lakes Golf fund balance increased approximately \$24,000 or two percent through yearend. Through the fourth quarter, capital equipment and projects were completed totaling about \$246,000. Operating revenue for the golf course is up in comparison to the prior year by eight percent with rounds of golf down by approximately 236 rounds. The golf course experienced flooding during the month of March which closed half the course for four days. Golf course operating and maintenance combined expenditures are up four percent over the prior year. This increase can be attributed to pay increases that took place in July with some of those increases being mandatory with the increase in minimum wage.

In the Public Works Support Services, fund balance decreased \$45,000 or 11 percent. Both departments in the Public Works Support Services Fund ended the year under budget with the budget adjustment that was done in September 2024. A 2020 John Deere grader was purchased during the fourth quarter totaling roughly \$194,000.

In the Plaza Fund, ending fund balance is at roughly \$25,800 at yearend, decreasing 48 percent throughout the year. Fourth quarter materials and services totaled approximately \$14,100 for contracted grounds keeping, irrigation and landscaping repair. An alleged DUII driver drove through the plaza damaging a fairly large portion of the landscaping and it was repaired during the quarter.



June 30, 2025

All other funds are as anticipated at the quarter end. 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

Lori Hooper Antram,  
Finance Director

*All City Funds*

Fund	Budgeted Beginning Fund Balance	Actual Audited Beginning Fund Balance	Current Year Resources	Current Year Expenditures	Ending Fund Balance	Change in Fund Balance	Percentage Change in Fund Balance
General	\$ 1,957,481	\$ 6,842,202	\$ 15,206,350	\$ 11,008,561	\$ 11,039,991	\$ 4,197,789	61%
Transportation	404,498	839,637	2,044,518	2,195,592	688,563	(151,074)	-18%
Emergency Dispatch	609,240	1,902,347	2,351,110	2,444,691	1,808,766	(93,581)	-5%
Planning	231,951	248,505	614,151	605,671	256,985	8,480	3%
Transportation SDC	20,176,872	2,430,096	10,674,718	9,741,309	3,363,505	933,409	38%
Water SDC	264,013	116,487	2,994,050	2,642,433	468,104	351,617	302%
Wastewater SDC	7,710	186,772	1,119,672	976,717	329,727	142,955	77%
PERS / POB	1,834,957	2,184,240	738,890	343,223	2,579,907	395,667	18%
Railroad	992,940	1,032,897	1,221,562	1,142,112	1,112,347	79,450	8%
Airport	100,068	31	211,090	211,103	18	(13)	-42%
Water	1,491,817	1,809,385	4,274,376	4,443,119	1,640,642	(168,743)	-9%
Wastewater	1,752,887	2,197,475	5,260,208	4,558,455	2,899,227	701,752	32%
Golf Course and Restaurant	1,018,692	1,058,765	2,063,707	2,040,034	1,082,439	23,674	2%
Administration and Financial Services	617,199	143,271	4,832,564	4,635,613	340,222	196,951	137%
Building Facilities	551,197	907,116	1,285,606	1,106,707	1,086,015	178,899	20%
Plaza Maintenance	29,273	49,640	2,471	26,356	25,756	(23,884)	-48%
Public Works Support Services	838,052	400,392	2,494,056	2,539,337	355,111	(45,281)	-11%
Totals	\$ 32,878,847	\$ 22,349,258	\$ 57,389,100	\$ 50,661,034	\$ 29,077,324	\$ 6,728,066	30%



*Western Days Parade in June 2025*

## ***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 fourth quarter is approximately \$15.21 million or 139 percent of the annual budget. Property tax revenue is roughly 105 percent of the annual budget at yearend. Transient lodging taxes are up in comparison to the prior year by roughly three percent. Franchise fees are roughly 166 percent of the annual budget with overall collection up approximately \$2.62 million in comparison to the prior year. This is due to increases in electrical franchise fees with the recent build out of the data centers and electricity rate increases.

Police spending through the fourth quarter was approximately 98 percent of the annual budget. Personnel services are roughly 87 percent of the annual budget with two positions being filled during the fourth quarter. The Police Department has not been this close to being fully staffed in years.

Non-Departmental is roughly 92 percent of the annual budget at yearend. Significant expenditures through the fourth quarter in Non-Departmental included \$459,000 for the Prineville Renewable Energy Project (PREP), \$237,000 in tax exemption administration and data center appraisals, \$95,000 in street lighting, \$175,000 in transient lodging taxes to the chamber of commerce and \$1.92 million in transfers to support planning, streets, the airport, administrative services, PERS Fund and the building facilities.

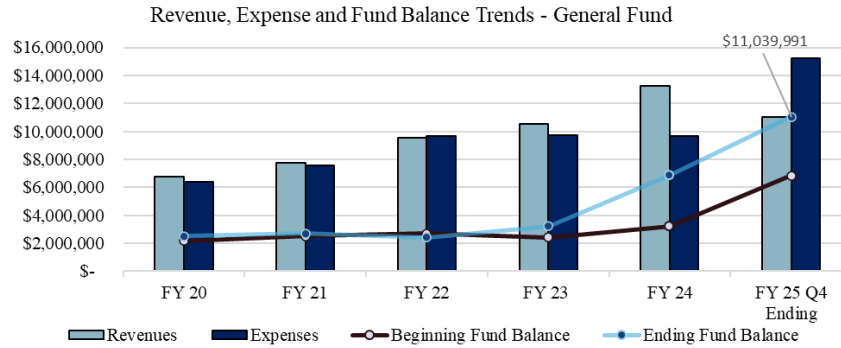


*Police Officers Memorial Ceremony in May 2025*

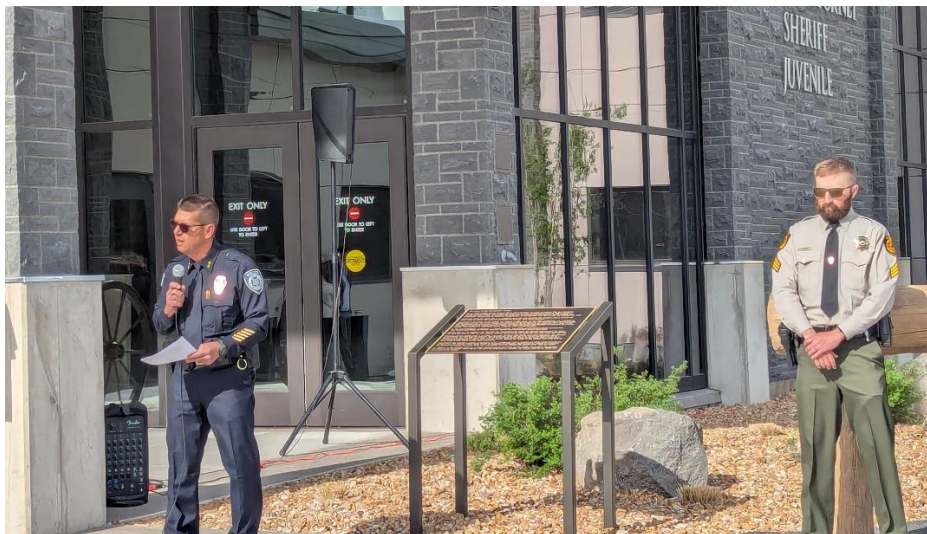
June 30, 2025

## General Fund – Continued

Overall, the General Fund realized an increase in fund balance of roughly \$4.20 million or 61 percent through yearend.



	Current Quarter			Year to Date				Biennial Budget	Biennial Actual To Date	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Budget Est.	Annual Budget Balance				
<b>Revenue</b>											
Property taxes	\$ 722,300	\$ 72,457	10%	\$ 2,889,200	\$ 3,034,245	105%	\$ (145,045)	\$ 5,695,100	\$ 5,953,783	105%	\$ (258,683)
Transient lodging tax	150,000	109,353	73%	600,000	465,926	78%	134,074	1,200,000	918,930	77%	281,070
Franchise fees	1,549,338	3,914,071	253%	6,197,350	10,308,171	166%	(4,110,821)	10,491,750	17,993,761	172%	(7,502,011)
Licenses and permits	1,525	1,174	77%	6,100	5,108	84%	992	12,200	11,384	93%	816
Intergovernmental revenues	296,075	35,149	12%	1,184,300	632,339	53%	551,961	2,113,600	2,068,905	98%	44,695
Interest	8,750	103,414	1182%	35,000	359,300	1027%	(324,300)	70,000	619,099	884%	(549,099)
Miscellaneous	15,875	16,490	104%	63,500	401,261	632%	(337,761)	817,000	898,642	110%	(81,642)
<b>Total revenue</b>	<b>\$ 2,743,863</b>	<b>\$ 4,252,108</b>	<b>155%</b>	<b>\$ 10,975,450</b>	<b>\$ 15,206,350</b>	<b>139%</b>	<b>\$ (4,230,900)</b>	<b>\$ 20,399,650</b>	<b>\$ 28,464,504</b>	<b>140%</b>	<b>\$ (8,064,854)</b>
<b>Expenditures</b>											
Police	\$ 2,062,500	\$ 2,054,452	100%	\$ 8,250,000	\$ 8,097,552	98%	\$ 152,449	\$ 16,326,300	\$ 15,745,285	96%	\$ 581,015
Non-departmental	793,500	755,259	95%	3,174,000	2,911,009	92%	262,991	5,174,500	4,911,224	95%	263,276
Contingency				1,508,931				1,508,931			
<b>Total expenditures</b>	<b>\$ 2,856,000</b>	<b>\$ 2,809,710</b>	<b>98%</b>	<b>\$ 12,932,931</b>	<b>\$ 11,008,561</b>	<b>85%</b>	<b>\$ 415,439</b>	<b>\$ 23,009,731</b>	<b>\$ 20,656,509</b>	<b>90%</b>	<b>\$ 844,291</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (112,138)</b>	<b>\$ 1,442,397</b>	<b>21%</b>	<b>\$ (1,957,481)</b>	<b>\$ 4,197,789</b>	<b>61%</b>	<b>\$ (4,646,339)</b>	<b>\$ (2,610,081)</b>	<b>\$ 7,807,996</b>		
<b>Beginning fund balance</b>	<b>1,957,481</b>	<b>6,842,202</b>	<b>350%</b>	<b>1,957,481</b>	<b>6,842,202</b>	<b>350%</b>		<b>2,610,081</b>	<b>3,231,995</b>		
<b>Ending fund balance</b>	<b>\$ 1,845,344</b>	<b>\$ 8,284,599</b>	<b>449%</b>	<b>\$ -</b>	<b>\$ 11,039,991</b>	<b>-</b>		<b>\$ -</b>	<b>\$ 11,039,991</b>		



Police Officers Memorial Ceremony in May 2025



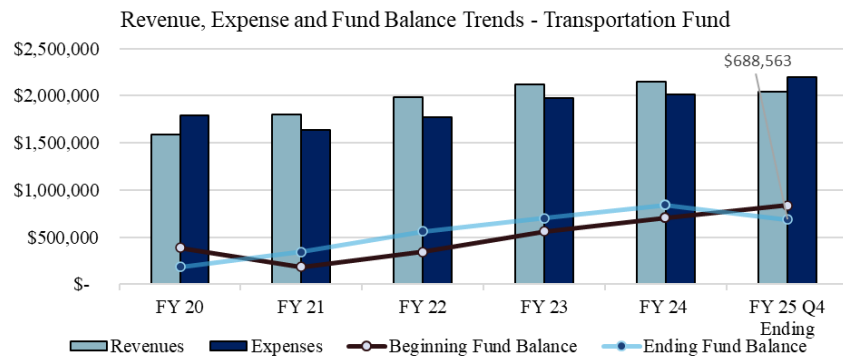
## Transportation Fund

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 ended the year at approximately 105 percent of the annual budget. Intergovernmental revenue collection is at 101 percent of the annual budget with roughly \$935,000 coming in for gas taxes through the fourth quarter. State gas tax collection is up approximately four percent over the prior year.

Expenditures through the fourth quarter are approximately 93 percent of the annual budget. A budget adjustment was approved during the fourth quarter to complete spring capital projects that totaled roughly \$195,000. Personnel services are at 95 percent of the annual budget and materials and services are at 100 percent of the annual budget.

Fund balance decreased roughly \$151,000 throughout the year, largely due to the completion of capital projects.



	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 Actual To Date	Biennial Budget %	Biennial Budget Remaining Balance
<b>Revenue</b>											
Franchise fees	\$ 101,000	\$ 101,000	100%	\$ 404,000	\$ 404,000	100%	\$ -	\$ 908,700	\$ 908,700	100%	\$ -
Intergovernmental	280,550	318,114	113%	1,122,200	1,127,931	101%	(5,731)	2,243,400	2,271,095	101%	(27,695)
Transfers	100,000	100,000	100%	400,000	400,000	100%	-	800,000	800,000	100%	-
Interest	1,325	12,023	907%	5,300	43,506	821%	(38,206)	11,300	82,817	733%	(71,517)
Miscellaneous	4,000	1,834	46%	16,000	69,081	432%	(53,081)	137,000	129,633	95%	7,367
<b>Total revenue</b>	<b>\$ 486,875</b>	<b>\$ 532,971</b>	<b>109%</b>	<b>\$ 1,947,500</b>	<b>\$ 2,044,518</b>	<b>105%</b>	<b>\$ (97,018)</b>	<b>\$ 4,100,400</b>	<b>\$ 4,192,245</b>	<b>102%</b>	<b>\$ (91,845)</b>
<b>Expenditures</b>											
Personnel services	\$ 75,800	\$ 73,309	97%	\$ 303,200	\$ 289,508	95%	\$ 13,692	\$ 593,200	\$ 563,771	95%	\$ 29,429
Material and services	113,950	166,857	146%	455,800	457,961	100%	(2,161)	956,500	827,717	87%	128,783
Capital outlay											
Improvements	187,500	194,653	104%	750,000	918,823	123%	(168,823)	1,800,000	1,765,059	98%	34,941
Transfers	132,325	132,325	100%	529,300	529,300	100%	-	1,049,200	1,049,200	100%	-
Contingency				313,698				188,698			
<b>Total expenditures</b>	<b>\$ 509,575</b>	<b>\$ 567,144</b>	<b>111%</b>	<b>\$ 2,351,998</b>	<b>\$ 2,195,592</b>	<b>93%</b>	<b>\$ (157,292)</b>	<b>\$ 4,587,598</b>	<b>\$ 4,205,747</b>	<b>92%</b>	<b>\$ 193,153</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (22,700)</b>	<b>\$ (34,173)</b>	<b>-4%</b>	<b>\$ (404,498)</b>	<b>\$ (151,074)</b>	<b>-18%</b>	<b>\$ 60,274</b>	<b>\$ (487,198)</b>	<b>\$ (13,502)</b>		
<b>Beginning fund balance</b>	<b>404,498</b>	<b>839,637</b>	<b>208%</b>	<b>404,498</b>	<b>839,637</b>	<b>208%</b>		<b>487,198</b>	<b>702,065</b>		
<b>Ending fund balance</b>	<b>\$ 381,798</b>	<b>\$ 805,464</b>	<b>211%</b>	<b>\$ -</b>	<b>\$ 688,563</b>	<b>-</b>		<b>\$ -</b>	<b>\$ 688,563</b>		

### Emergency Dispatch Fund

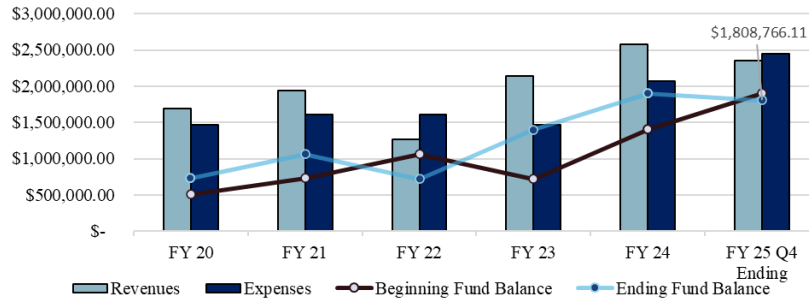
This fund accounts for the Emergency Dispatch operation. The operation provides dispatching and records management services for the public safety departments serving the Crook County area, with the exception of the State Police. The primary revenue sources are payments by users for services provided, 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 \$2.35 million or 106 percent of the annual budget. Intergovernmental revenue collection throughout the year was roughly \$1.46 million with E-911 funds slightly down in comparison to the prior year at quarter end with phone system upgrade reimbursements taking place in the prior year.

Expenditures are approximately \$2.44 million or 86 percent of the annual budget. Personnel services are 74 percent of the annual budget or approximately \$1.25 million with overtime coming in at roughly 259 percent of the annual budget. Dispatch continued to be short staff through the fourth quarter and management recruited part-time contract dispatchers from Deschutes County to pick up shifts and one open position was filled. Capital expenditures during the fourth quarter were for tower upgrades, CAD server hardware and licensing, and radio system equipment.

Fund balance decreased roughly \$94,000 or five percent through yearend.

Revenue, Expense and Fund Balance Trends - Emergency Dispatch Fund



	Current Quarter			Year to Date				Biennial Budget	Biennial Actual To Date	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	\$ 351,575	\$ 307,495	87%	\$ 1,406,300	\$ 1,455,885	104%	\$ (49,585)	\$ 3,225,500	\$ 3,129,990	97%	\$ 95,510
Miscellaneous	750	-	-	3,000	55	2%	2,945	6,000	55	1%	5,945
Interest	1,500	23,475	1565%	6,000	91,971	1533%	(85,971)	12,000	166,695	1389%	(154,695)
Transfers from other funds	200,800	200,800	100%	803,200	803,200	100%	-	1,627,500	1,627,500	100%	-
Total revenue	\$ 554,625	\$ 531,769	96%	\$ 2,218,500	\$ 2,351,110	106%	\$ (132,610)	\$ 4,871,000	\$ 4,924,240	101%	\$ (53,240)
Expenditures											
Personnel services	\$ 421,350	\$ 393,865	93%	\$ 1,685,400	\$ 1,249,337	74%	\$ 436,063	\$ 3,123,300	\$ 2,271,995	73%	\$ 851,305
Material and services	86,250	199,167	231%	345,000	548,989	159%	(203,989)	879,900	797,151	91%	82,749
Capital outlay											
Equipment	35,000	252,085	720%	140,000	400,366	286%	(260,366)	1,082,000	965,044	89%	116,956
Transfers	61,500.00	61,500	100%	246,000	246,000	100%	-	481,800	481,800	100%	-
Contingency				411,340				411,340			
Total expenditures	\$ 604,100	\$ 906,617	150%	\$ 2,827,740	\$ 2,444,691	86%	\$ (28,291)	\$ 5,978,340	\$ 4,515,989	76%	\$ 1,051,011
Revenue over (under) expenditures	\$ (49,475)	\$ (374,848)	-20%	\$ (609,240)	\$ (93,581)	-5%	\$ (104,319)	\$ (1,107,340)	\$ 408,251		
Beginning fund balance	609,240	1,902,347	312%	609,240	1,902,347	312%		1,107,340	1,400,515		
Ending fund balance	\$ 559,765	\$ 1,527,499	273%	\$ -	\$ 1,808,766	-		\$ -	1,808,766		

## Planning Fund

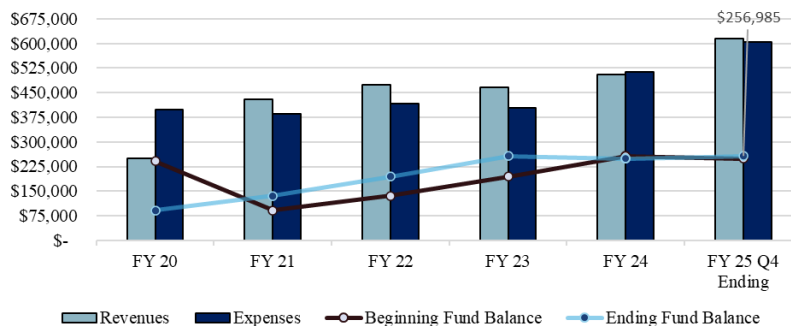
The Planning Fund accounts for the planning activities of the City. A transfer of funds from the General Fund to Planning helps support the short-term planning needs of the city. General administrative costs are paid through internal charges to the Internal Services Fund for the following services based 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.

Overall revenue collection through quarter end came in at approximately \$614,000 or 116 percent of the annual budget. Revenue collection for the licenses and permits are at approximately 117 percent of the annual budget and are up roughly four percent over the prior year. Fourth quarter development had roughly eight residential and one commercial start paying for SDC's during the quarter.

Expenditures are at approximately \$606,000 or 80 percent of the annual budget. Personnel services is over the annual budget but below the biennial budget. Other budget appropriation categories are at or below the budget at yearend.

Fund balance increased roughly \$8,000 through the year ending at approximately \$257,000.

Revenue, Expense and Fund Balance Trends - Planning Fund



	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 Actual To Date	Biennial Budget %	Biennial Budget Remaining Balance
<b>Revenue</b>												
Licenses and permits	\$ 8,750	\$ 8,659	99%	\$ 35,000	\$ 40,776	\$ (5,776)	117%		\$ 75,000	\$ 79,911	107%	\$ (4,911)
Intergovernmental	1,250	-	-	5,000	1,099	3,901	22%		10,000	3,000	30%	7,000
Charges for services	8,050	30,917	384%	32,200	70,245	(38,045)	218%		141,400	160,259	113%	(18,859)
Interest	1,300	2,271	175%	5,200	12,032	(6,832)	231%		4,000	26,390	660%	(22,390)
Transfers from other funds	112,500	220,000	196%	450,000	490,000	(40,000)	109%		850,000	850,000	100%	-
<b>Total revenue</b>	<b>\$ 131,850</b>	<b>\$ 261,847</b>	<b>199%</b>	<b>\$ 527,400</b>	<b>\$ 614,151</b>	<b>\$ (86,751)</b>	<b>116%</b>		<b>\$ 1,080,400</b>	<b>\$ 1,119,559</b>	<b>104%</b>	<b>\$ (39,159)</b>
<b>Expenditures</b>												
Personnel services	\$ 74,900	\$ 78,511	105%	\$ 299,600	\$ 313,089	\$ (13,489)	105%		\$ 585,200	\$ 578,011	99%	\$ 7,189
Material and services	58,900	2,984	5%	235,600	110,381	125,219	47%		314,700	184,362	59%	130,338
Transfers	45,550	45,550	100%	182,200	182,200	-	100%		356,900	356,900	100%	-
Contingency				41,951					41,951			
<b>Total expenditures</b>	<b>\$ 179,350</b>	<b>\$ 127,045</b>	<b>71%</b>	<b>\$ 759,351</b>	<b>\$ 605,671</b>	<b>\$ 111,730</b>	<b>80%</b>		<b>\$ 1,298,751</b>	<b>\$ 1,119,273</b>	<b>86%</b>	<b>\$ 137,527</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (47,500)</b>	<b>\$ 134,802</b>	<b>54%</b>	<b>\$ (231,951)</b>	<b>\$ 8,480</b>	<b>\$ (198,480)</b>	<b>3%</b>		<b>\$ (218,351)</b>	<b>\$ 286</b>		
<b>Beginning fund balance</b>	<b>231,951</b>	<b>248,505</b>	<b>107%</b>	<b>231,951</b>	<b>248,505</b>	<b>107%</b>			<b>218,351</b>	<b>256,699</b>		
<b>Ending fund balance</b>	<b>\$ 184,451</b>	<b>\$ 383,307</b>	<b>208%</b>	<b>\$ -</b>	<b>\$ 256,985</b>	<b>-</b>			<b>\$ -</b>	<b>\$ 256,985</b>		

### ***Transportation SDC Fund***

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

Revenue collection for the Transportation SDC fund is approximately 206 percent of the annual budget at yearend. Intergovernmental revenue is from OID for the piping of the canal at Barnes Butte and the remaining portion of deferred revenue from the State grant to complete the Combs Flat project. SDC collection is roughly \$882,000 or 196 percent of the annual budget with eight residential and one commercial development paying SDC's during the fourth quarter.

Expenditures at quarter end were largely associated with the capital project for the Peters Road / Combs Flat extension. This project was finished in July of 2025, which was a year sooner than originally projected. Fourth quarter transfers are associated with the SDC administration fee distribution.



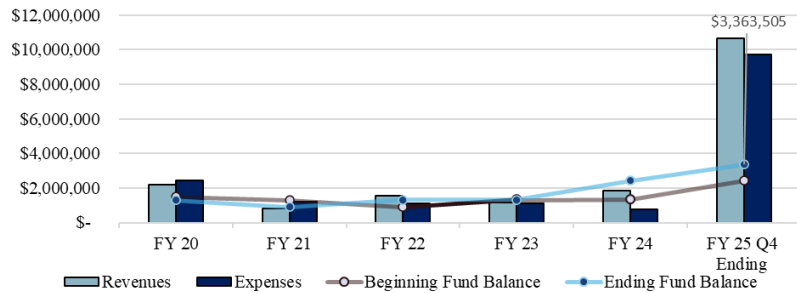
*Combs Flat Extension Project – June 2025.*



**Transportation SDC Fund - Continued**

Fund balance increased roughly \$933,000 or 38 percent through yearend ending at approximately \$3.36 million.

Revenue, Expense and Fund Balance Trends - Transportation SDC Fund



	Current Quarter			Year to Date				Biennial Budget	Biennial Actual To Date	Biennial Budget %	Biennial Remaining Balance
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance				
<b>Revenue</b>											
Intergovernmental	\$ 1,162,125	\$ 5,061,200	436%	\$ 4,648,500	\$ 9,410,667	202%	\$ (4,762,167)	\$ 14,000,000	\$ 10,075,839	72%	\$ 3,924,161
Miscellaneous	-	6,275	-	-	6,275	-	(6,275)	-	6,275	-	(6,275)
Interest	18,750	65,804	351%	75,000	375,703	501%	(300,703)	175,000	905,509	517%	(730,509)
System development charges	112,500	58,862	52%	450,000	882,074	196%	(432,074)	900,000	1,556,438	173%	(656,438)
<b>Total revenue</b>	<b>\$ 1,293,375</b>	<b>\$ 5,192,140</b>	<b>401%</b>	<b>\$ 5,173,500</b>	<b>\$ 10,674,718</b>	<b>206%</b>	<b>(5,501,218)</b>	<b>\$ 15,075,000</b>	<b>\$ 12,544,060</b>	<b>83%</b>	<b>\$ 2,530,940</b>
<b>Expenditures</b>											
Material and services	\$ 3,750	-	-	\$ 15,000	-	-	\$ 15,000	\$ 30,000	-	0%	\$ 30,000
Capital outlay											
Improvements	3,440,250	4,125,774	120%	13,761,000	9,697,206	70%	4,063,794	14,490,000	10,426,376	72%	4,063,624
Transfers	15,000	14,157	94%	60,000	44,104	74%	15,896	95,000	77,821	82%	17,179
Contingency				11,514,372				11,514,372			
<b>Total expenditures</b>	<b>\$ 3,459,000</b>	<b>\$ 4,139,931</b>	<b>120%</b>	<b>\$ 25,350,372</b>	<b>\$ 9,741,309</b>	<b>38%</b>	<b>\$ 4,094,691</b>	<b>\$ 26,129,372</b>	<b>\$ 10,504,197</b>	<b>40%</b>	<b>\$ 4,110,803</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (2,165,625)</b>	<b>\$ 1,052,209</b>	<b>43%</b>	<b>\$ (20,176,872)</b>	<b>\$ 933,409</b>	<b>38%</b>	<b>\$ (9,595,909)</b>	<b>\$ (11,054,372)</b>	<b>\$ 2,039,863</b>		
<b>Beginning fund balance</b>	<b>20,176,872</b>	<b>2,430,096</b>	<b>12%</b>	<b>20,176,872</b>	<b>2,430,096</b>	<b>12%</b>		<b>11,054,372</b>	<b>1,323,642</b>		
<b>Ending fund balance</b>	<b>\$ 18,011,247</b>	<b>\$ 3,482,305</b>	<b>19%</b>	<b>\$ -</b>	<b>\$ 3,363,505</b>	<b>-</b>		<b>\$ -</b>	<b>\$ 3,363,505</b>		



Combs Flat Extension Project – June 2025.



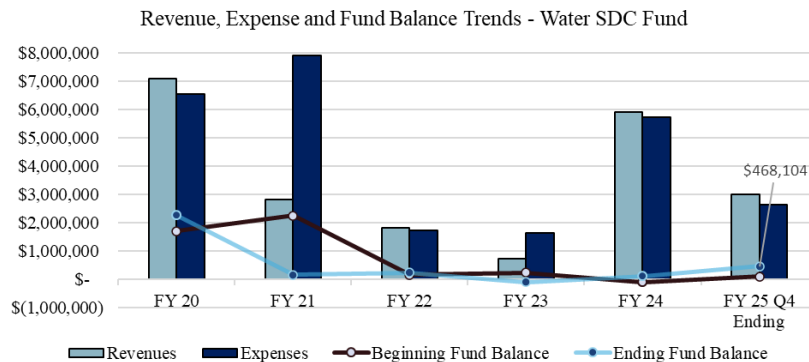
**Water SDC Fund**

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

Revenue at quarter end is approximately \$2.99 million. Intergovernmental revenue is associated with two grants for utility improvements for multi-family housing development and ASR / water treatment facility improvements. Fourth quarter SDC collections are associated with eight residential and one commercial development. Miscellaneous revenue is associated with the contract with Meta for ASR improvements.

Expenditures are roughly \$2.64 million through yearend and are largely associated with the grant funded projects mentioned above. The SDC administrative fee was distributed in the fourth quarter.

Through yearend, fund balance increased roughly \$352,000 or 302%. This was anticipated with the capital improvements projects all being reimbursed at 100%.



	Current Quarter			Year to Date				Biennial			
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Budget %	Annual Est. Budget Balance	Biennial Budget	Biennial Actual To Date	Biennial Budget %	Biennial Budget Remaining Balance
<b>Revenue</b>											
Interest	\$ 1,750	\$ 2,012	115%	\$ 7,000	\$ 2,849	41%	\$ 4,151	\$ 15,000	\$ 2,849	19%	\$ 12,151
System development charges	93,750	59,927	64%	375,000	632,866	169%	(257,866)	750,000	1,149,394	153%	(399,394)
Miscellaneous	-	621,591	-	-	819,249	-	(819,249)	11,000,000	5,870,646	53%	5,129,354
Intergovernmental	-	1,238,626	-	-	1,539,086	-	(1,539,086)	-	1,881,687	-	(1,881,687)
<b>Total revenue</b>	<b>\$ 95,500</b>	<b>\$ 1,922,156</b>	<b>2013%</b>	<b>\$ 382,000</b>	<b>\$ 2,994,050</b>	<b>784%</b>	<b>\$ (2,612,050)</b>	<b>\$ 11,765,000</b>	<b>\$ 8,904,576</b>	<b>76%</b>	<b>\$ 2,860,424</b>
<b>Expenditures</b>											
Capital outlay											
Improvements	\$ -	1,474,708	-	\$ -	2,206,973	-	\$ (2,206,973)	\$ 10,230,000	\$ 7,233,255	71%	2,996,745
Transfers	75,475	310,004	411%	301,900	435,460	144%	(133,560)	1,371,800	1,119,319	82%	252,481
Contingency				344,113				344,113			
<b>Total expenditures</b>	<b>\$ 75,475</b>	<b>\$ 1,784,712</b>	<b>2365%</b>	<b>\$ 646,013</b>	<b>\$ 2,642,433</b>	<b>22%</b>	<b>\$ (2,340,533)</b>	<b>\$ 11,945,913</b>	<b>\$ 8,352,574</b>	<b>70%</b>	<b>\$ 3,249,226</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 20,025</b>	<b>\$ 137,444</b>	<b>118%</b>	<b>\$ (264,013)</b>	<b>\$ 351,617</b>	<b>302%</b>	<b>\$ (271,517)</b>	<b>\$ (180,913)</b>	<b>\$ 552,002</b>		
<b>Beginning fund balance</b>	<b>264,013</b>	<b>116,487</b>	<b>44%</b>	<b>264,013</b>	<b>116,487</b>	<b>44%</b>		<b>180,913</b>	<b>(83,898)</b>		
<b>Ending fund balance</b>	<b>\$ 284,038</b>	<b>\$ 253,931</b>	<b>89%</b>	<b>\$ -</b>	<b>\$ 468,104</b>	<b>44%</b>		<b>\$ -</b>	<b>\$ 468,104</b>		

### Wastewater SDC Fund

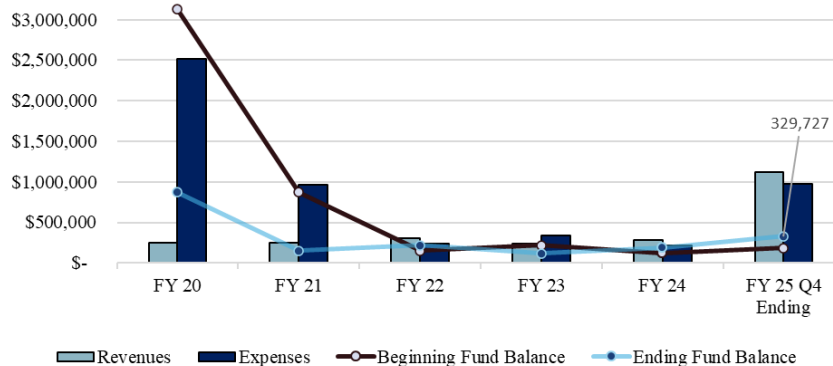
This fund accounts for the collection and expenditure of wastewater system development charges. The primary source of revenue is SDC's. Expenditures are for qualified capital improvement projects and related costs.

Revenue through the fourth quarter is approximately \$1.12 million or 98 percent of the annual budget. SDC collection was from eight residential and one commercial development. Intergovernmental revenue is associated with a Business Oregon grant from HB 1530 for utility improvements for multi-family housing development.

Fourth quarter expenses are largely associated with capital expenses for the utility expansion off Laughlin Rd. and the Ochoco Mill apartment development which were funded through the grant mentioned above. Fourth quarter transfers are associated with the SDC administration fee distribution.

Fund balance increased roughly \$143,000 or 77 percent, largely due to SDC collection and grant reimbursements.

Revenue, Expense and Fund Balance Trends - Wastewater SDC Fund



	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 Actual To Date	Biennial Budget %	Biennial Budget Remaining Balance
<b>Revenue</b>											
Intergovernmental	\$ 187,500	\$ 652,539	348%	\$ 750,000	\$ 652,539	87%	\$ 97,461	\$ 750,000	652,539	87.0%	\$ 97,461
Interest	250	4,657	1863%	1,000	13,057	1306%	(12,057)	2,000	22,295	1115%	(20,295)
Miscellaneous	-	-	-	-	-	-	-	50,000	18,750	38%	31,250
System development charges	98,750	40,769	41%	395,000	454,076	115%	(59,076)	665,000	711,125	107%	(46,125)
<b>Total revenue</b>	<b>\$ 286,500</b>	<b>\$ 697,965</b>	<b>244%</b>	<b>\$ 1,146,000</b>	<b>\$ 1,119,672</b>	<b>98%</b>	<b>\$ 26,328</b>	<b>\$ 1,467,000</b>	<b>1,404,709</b>	<b>96%</b>	<b>\$ 62,291</b>
<b>Expenditures</b>											
Material and services	\$ 2,500	\$ -	-	\$ 10,000	\$ -	-	\$ 10,000	\$ 20,000	\$ -	0%	\$ 20,000
Capital outlay											
Improvements	195,750	563,559	288%	783,000	666,582	85%	116,418	853,000	706,650	83%	146,350
Transfers	91,500	226,773	248%	366,000	310,136	85%	55,864	570,000	488,030	86%	81,970
Contingency				31,710				31,710			
<b>Total expenditures</b>	<b>\$ 289,750</b>	<b>\$ 790,331</b>	<b>273%</b>	<b>\$ 1,190,710</b>	<b>\$ 976,717</b>	<b>82%</b>	<b>\$ 182,283</b>	<b>\$ 1,474,710</b>	<b>1,194,681</b>	<b>81%</b>	<b>\$ 248,319</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (3,250)</b>	<b>\$ (92,366)</b>	<b>-49%</b>	<b>\$ (44,710)</b>	<b>\$ 142,955</b>	<b>77%</b>	<b>\$ (155,955)</b>	<b>\$ (7,710)</b>	<b>210,028</b>		
<b>Beginning fund balance</b>	<b>7,710</b>	<b>186,772</b>	<b>2422%</b>	<b>44,710</b>	<b>186,772</b>	<b>418%</b>		<b>7,710</b>	<b>119,699</b>		
<b>Ending fund balance</b>	<b>\$ 4,460</b>	<b>\$ 94,406</b>	<b>2117%</b>	<b>\$ -</b>	<b>\$ 329,727</b>	<b>-</b>		<b>\$ -</b>	<b>\$ 329,727</b>		

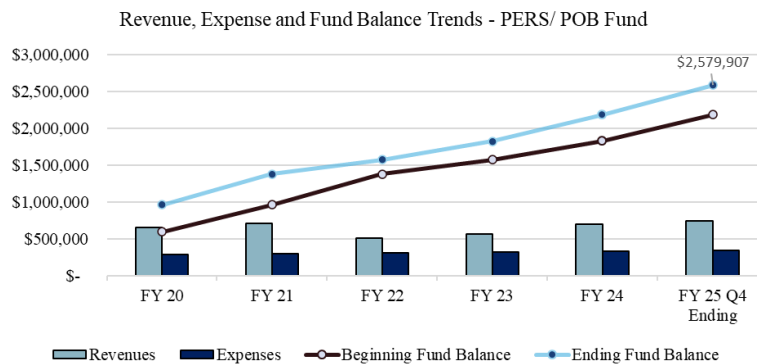
**PERS/ POB Fund**

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.

Revenue collection through the fourth quarter is roughly 97 percent of the annual budget totaling approximately \$739,000.

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

Fund balance is being built up to create another side account to further stabilize PERS rates for the City. The PERS incentive fund program will reopen on July 1<sup>st</sup>, 2025 for the City of Prineville. In this program, the State will match 25 percent of establishing deposits into a new side account to help offset PERS contribution rates, up to a predetermined amount.

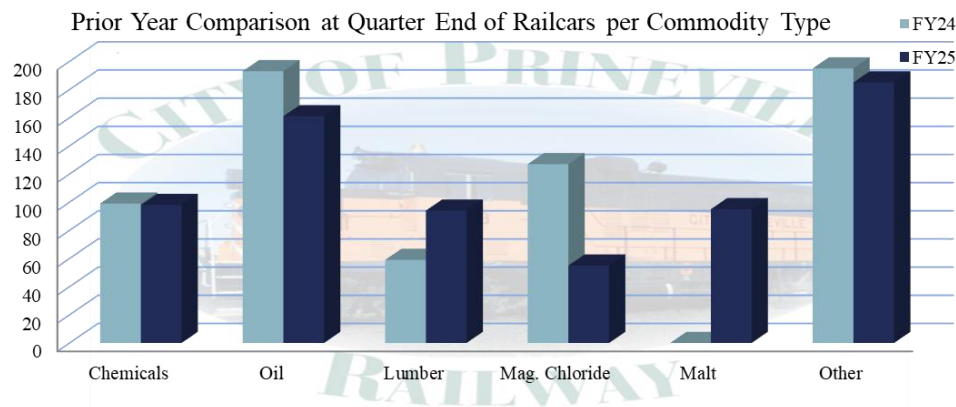
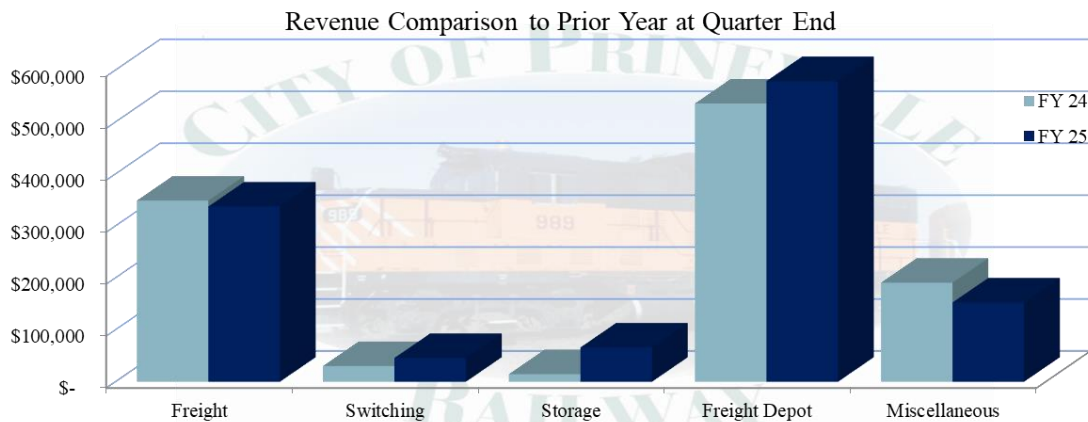


	Current Quarter			Year to Date							
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Budget %	Annual Est. Budget Balance	Biennial Budget	Biennial Actual To Date	Biennial Budget %	Biennial Budget Remaining Balance
<b>Revenue</b>											
Charges for services	\$ 138,550	\$ 142,025	103%	\$ 554,200	\$ 568,100	103%	\$ (13,900)	\$ 1,088,900	\$ 1,116,100	102%	\$ (27,200)
Interest	5,000	29,512	590%	20,000	117,197	586%	(97,197)	40,000	213,611	534%	(173,611)
Miscellaneous	-	-	-	-	3,592	-	(3,592)	-	3,592	#DIV/0!	(3,592)
Transfer from other funds	46,725	50,000	107%	186,900	50,000	27%	136,900	371,200	100,000	27%	271,200
<b>Total revenue</b>	<b>\$ 190,275</b>	<b>\$ 221,537</b>	<b>116%</b>	<b>\$ 761,100</b>	<b>\$ 738,890</b>	<b>97%</b>	<b>\$ 22,210</b>	<b>\$ 1,500,100</b>	<b>\$ 1,433,303</b>	<b>96%</b>	<b>\$ 66,797</b>
<b>Expenditures</b>											
Personnel services	\$ -	-	-	\$ -	\$ -	-	\$ -	\$ -	\$ -	-	\$ -
Debt service											
Principal - POB 2013	75,000	299,825	400%	300,000	\$ 299,825	100%	175	577,700	577,468	100%	232
Interest - POB 2013	10,850	21,699	200%	43,400	\$ 43,398	100%	2	97,100	97,069	100%	31
Contingency				1,893,757				1,893,757			
<b>Total expenditures</b>	<b>\$ 85,850</b>	<b>\$ 321,524</b>	<b>375%</b>	<b>\$ 2,237,157</b>	<b>\$ 343,223</b>	<b>15%</b>	<b>\$ 177</b>	<b>\$ 2,568,557</b>	<b>\$ 674,537</b>	<b>26%</b>	<b>\$ 263</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 104,425</b>	<b>\$ (99,986)</b>	<b>-5%</b>	<b>\$ (1,476,057)</b>	<b>\$ 395,667</b>	<b>18%</b>	<b>\$ 22,033</b>	<b>\$ (1,068,457)</b>	<b>\$ 758,766</b>		
<b>Debt service reserve</b>	358,900			358,900				358,900	358,900		
<b>Beginning fund balance</b>	1,427,357	2,184,240	153%	1,834,957	2,184,240	119%		1,427,357	1,821,141		
<b>Ending fund balance</b>	<b>\$ 1,531,782</b>	<b>\$ 2,084,254</b>	<b>136%</b>	<b>\$ 358,900</b>	<b>\$ 2,579,907</b>	<b>719%</b>		<b>\$ 358,900</b>	<b>\$ 2,579,907</b>		

## Railroad Fund

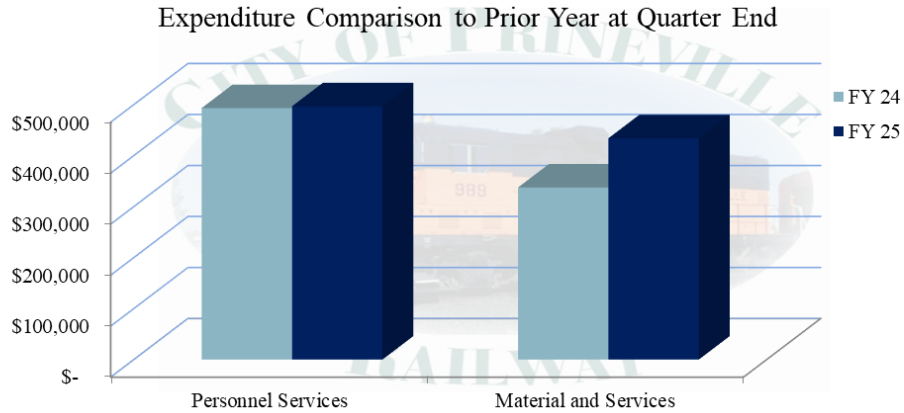
This fund accounts for the activities of the City's railroad operation and for the City's freight depot operation. Starting in FY 14 the Railroad and Freight Depot Funds were consolidated. Primary revenue sources are payments for the use of railroad and freight depot facilities and related services.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

Fourth quarter revenue collections are approximately \$1.22 million or 122 percent of the annual budget. Charges for services for the railroad are at approximately \$408,000 or 107 percent of the annual budget, with the freight depot at approximately \$579,000 or 121 percent of annual budget. Overall revenue is up in comparison to the prior year roughly five percent with increases in freight depot, storage and switching. Freight cars are up by 15 cars in comparison to the prior year at yearend with 95 cars of the new hauled commodity of malt. The increase in freight depot charges for services can be attributed to increases in annual lease agreements. Below is a prior year comparison at quarter end of operating revenues for the Railroad Fund and comparisons of the different commodities hauled to the prior year.



***Railroad Fund- Continued***

Overall expenditures at yearend are at approximately \$1.14 million or 57 percent of the annual budget. Overall operating expenditures are up in comparison to the prior year roughly 12 percent with the focus on train, track and bridge repairs and maintenance. All appropriation categories are at or below the biennial budget with the budget adjustment that was done in the third quarter due to the railroad bridge over Madras Hwy getting hit by a truck and sustaining significant damage. Below is a graph comparison of operating expenditures to the prior year.



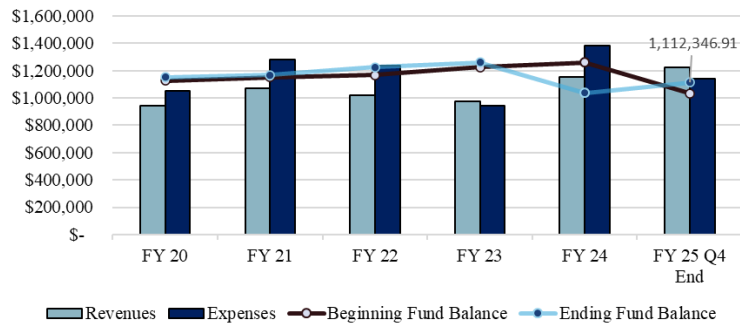
*Photo taken by Dade Shank in June 2025*



## Railroad Fund- Continued

Fund balance increased roughly \$79,000 through the year, ending at approximately \$1.11 million.

Revenue, Expense and Fund Balance Trends - Railroad Fund



	Current Quarter			Year to Date				Biennial Budget	Biennial Actual To Date	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance				
<b>Revenue</b>											
Charges for services											
Railroad	\$ 95,000	\$ 110,555	116%	\$ 380,000	\$ 407,828	107%	\$ (27,828)	\$ 712,000	\$ 792,045	111%	\$ (80,045)
Freight Depot	119,171	158,754	133%	476,684	578,869	121%	(102,185)	970,000	1,114,608	115%	(144,608)
Use of money and property	26,075	29,093	112%	104,300	129,556	124%	(25,256)	185,000	210,278	114%	(25,278)
Miscellaneous	10,375	11,129	107%	41,500	105,310	254%	(63,810)	194,000	258,007	133%	(64,007)
<b>Total revenue</b>	<b>\$ 250,621</b>	<b>\$ 309,532</b>	<b>124%</b>	<b>\$ 1,002,484</b>	<b>\$ 1,221,562</b>	<b>122%</b>	<b>\$ (219,078)</b>	<b>\$ 2,061,000</b>	<b>\$ 2,374,938</b>	<b>115%</b>	<b>\$ (313,938)</b>
<b>Expenditures</b>											
Personnel services	\$ 135,450	\$ 130,419	96%	\$ 541,800	\$ 496,738	92%	\$ 45,062	\$ 1,035,000	\$ 989,887	96%	\$ 45,113
Material and services	81,900	60,385	74%	327,600	433,953	132%	(106,353)	870,000	771,416	89%	98,584
Capital outlay											
Improvements	7,375	15,969	54%	29,500	108,421	368%	(78,921)	865,000	558,916	65%	306,084
Transfers	25,750	25,750	100%	103,000	103,000	100%	-	202,100	202,100	100%	-
Contingency				993,524				443,524			
<b>Total expenditures</b>	<b>\$ 250,475</b>	<b>\$ 232,523</b>	<b>93%</b>	<b>\$ 1,995,424</b>	<b>\$ 1,142,112</b>	<b>57%</b>	<b>\$ (140,212)</b>	<b>\$ 3,415,624</b>	<b>\$ 2,522,319</b>	<b>74%</b>	<b>\$ 449,781</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 146</b>	<b>\$ 77,009</b>	<b>7%</b>	<b>\$ (992,940)</b>	<b>\$ 79,450</b>	<b>8%</b>	<b>\$ (78,866)</b>	<b>\$ (1,354,624)</b>	<b>\$ (147,381)</b>		
<b>Beginning fund balance</b>	<b>992,940</b>	<b>1,032,897</b>	<b>104%</b>	<b>992,940</b>	<b>1,032,897</b>	<b>104%</b>		<b>1,354,624</b>	<b>1,259,728</b>		
<b>Ending fund balance</b>	<b>\$ 993,086</b>	<b>\$ 1,109,906</b>	<b>112%</b>	<b>\$ -</b>	<b>\$ 1,112,347</b>	<b>-</b>		<b>\$ -</b>	<b>\$ 1,112,347</b>		



Photo taken by Dade Shank in June 2025

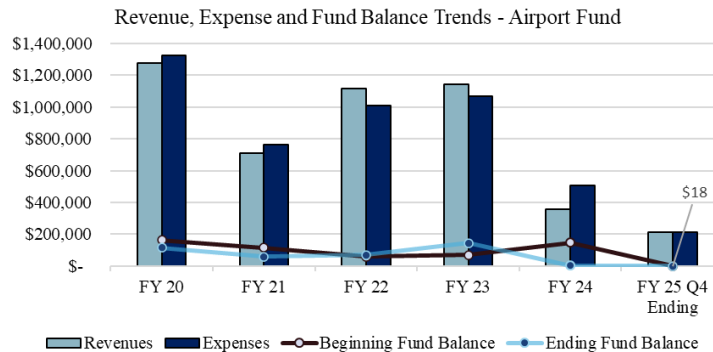
### Airport Fund

This fund largely accounts for the personnel services of the Crook County Airport. The airport's main source of revenue is through a transfer from Crook County and the City's General Fund. In October 2023, the operations of the airport were taken over by Hood Aero and the City and the County have an intergovernmental agreement in place for the management of the Airport.

Overall revenue collection through the year is largely associated with the transfer from the General Fund and the quarterly payment from the County per the intergovernmental contract.

Overall expenditures at the quarter end are at approximately \$211,000. Materials and services expenses continue to be transferred over to the County per the contract with the City being responsible for very few material and services expenses. The City is responsible for the payroll of the Airport Manager.

Cashflow for the Airport Fund will be provided to the City by the County quarterly per the contract with the goal of keeping the fund balance near zero.



	Current Quarter			Year to Date				Biennial Budget	Biennial Actual To Date	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance				
<b>Revenue</b>											
Intergovernmental	\$ 21,250	\$ 20,834	98%	\$ 85,000	\$ 114,380	135%	\$ (29,380)	\$ 170,000	\$ 145,403	86%	\$ 24,597
Charges for services	168,500	-	-	674,000	10,654	2%	663,346	1,391,000	305,946	22%	1,085,054
Interest	-	303	-	-	1,457	-	(1,457)	1,000	4,214	421%	(3,214)
Transfers	21,250	17,800	84%	85,000	84,600	100%	400	170,000	114,960	50%	55,040
<b>Total revenue</b>	<b>\$ 211,000</b>	<b>\$ 38,937</b>	<b>18%</b>	<b>\$ 844,000</b>	<b>\$ 211,090</b>	<b>25%</b>	<b>\$ 632,910</b>	<b>\$ 1,732,000</b>	<b>\$ 570,524</b>	<b>33%</b>	<b>\$ 1,161,477</b>
<b>Expenditures</b>											
Personnel service	\$ 50,750	\$ 46,916	92%	\$ 203,000	\$ 187,771	92%	\$ 15,229	\$ 400,000	\$ 384,746	96%	\$ 15,254
Materials and services	147,600	3,613	2%	590,400	17,332	3%	573,068	1,180,600	268,429	23%	912,171
Capital outlay	-	-	-	-	-	-	-	100	-	0%	100
Debt service											
Les Schwab Hangar	6,250	-	-	25,000	-	-	25,000	50,000	25,000	50%	25,000
Transfers	17,050	1,500	9%	68,200	6,000	9%	62,200	132,200	38,000	29%	94,200
Contingency				69,168				69,168			
<b>Total expenditures</b>	<b>\$ 221,650</b>	<b>\$ 52,029</b>	<b>23%</b>	<b>\$ 955,768</b>	<b>\$ 211,103</b>	<b>22%</b>	<b>\$ 675,497</b>	<b>\$ 1,832,068</b>	<b>\$ 716,175</b>	<b>39%</b>	<b>\$ 1,046,725</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (10,650)</b>	<b>\$ (13,091)</b>	<b>-42230%</b>	<b>\$ (111,768)</b>	<b>\$ (13)</b>	<b>-42%</b>	<b>\$ (42,587)</b>	<b>\$ (100,068)</b>	<b>\$ (145,651)</b>		
<b>Beginning fund balance</b>	<b>100,068</b>	<b>31</b>	<b>0%</b>	<b>111,768</b>	<b>31</b>	<b>0%</b>		<b>100,068</b>	<b>145,669</b>		
<b>Ending fund balance</b>	<b>\$ 89,418</b>	<b>\$ (13,060)</b>	<b>-</b>	<b>\$ -</b>	<b>\$ 18</b>	<b>-</b>		<b>\$ -</b>	<b>\$ 18</b>		

### ***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.

Total revenue collection through the fourth quarter came in at approximately \$4.27 million or 124 percent of the annual budget. Charges for service are up in comparison to the prior year roughly \$397000. This increase can largely be attributed to the rate increase in July of 2024.

Expenditures through the fourth quarter are approximately \$4.44 million and are within the BN 25 budget. A supplemental budget was done during the fourth quarter for additional operating expenses associated with electricity and additional capital expenses associated with the contract that the City has with Meta. Capital expenditures are at roughly \$776,000 and are largely associated with the S. Main waterline project, the Crestview Vault project and ASR water treatment facility improvements.

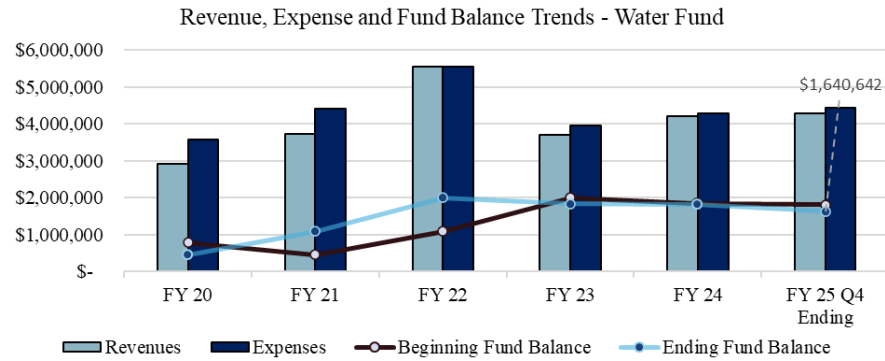


*Waterline repair being done in May 2025*



**Water Fund - Continued**

Fund balance decreased roughly \$169,000 through yearend, ending at \$1.64 million.



Revenue	Current Quarter		Quarter Budget %	Year to Date		Annual Est. Budget %	Annual Est. Budget Balance	Biennial Budget	Biennial Actual To Date	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Actual		Annual Budget Est.	Actual						
Charges for services	\$ 850,825	\$ 980,723	115%	\$ 3,403,300	\$ 4,006,027	118%	\$ (602,727)	\$ 7,547,000	\$ 7,615,459	101%	\$ (68,459)
Intergovernmental	-	-	-	-	-	-	-	-	305,803	-	(305,803)
Interest	2,000	11,566	578%	8,000	53,446	668%	(45,446)	16,000	99,647	623%	(83,647)
Miscellaneous	2,500	7,340	294%	10,000	40,902	409%	(30,902)	20,000	109,760	549%	(89,760)
SDC reimbursement fee	5,125	116,030	2264%	20,500	174,000	849%	(153,500)	346,100	346,101	100%	(1)
Total revenue	\$ 860,450	\$ 1,115,660	130%	\$ 3,441,800	\$ 4,274,376	124%	\$ (832,576)	\$ 7,929,100	\$ 8,476,770	107%	\$ (547,670)
Expenditures											
Materials and services	\$ 312,850	\$ 526,510	168%	\$ 1,251,400	\$ 1,537,818	123%	\$ (286,418)	3,200,000	3,088,776	97%	\$ 111,224
Franchise fee expense	45,050	45,050	100%	180,200	180,200	100%	-	395,400	395,400	100%	-
Capital outlay											
Improvements	178,500	216,142	121%	714,000	776,344	109%	(62,344)	1,400,000	1,361,993	97%	38,007
Debt service											
Principal											
Refunding bond 2021	40,850	163,383	400%	163,400	163,383	100%	17	322,500	322,422	100%	78
Water revenue bond ASR	18,500	-	-	74,000	-	-	74,000	147,000	-	0%	147,000
Interest											
Refunding bond 2021	4,325	8,323	192%	17,300	16,974	98%	326	36,600	36,201	99%	399
Water revenue bond ASR	16,250	-	-	65,000	39,000	60%	26,000	131,300	62,247	47%	69,053
Transfers	432,350	432,350	100%	1,729,400	1,729,400	100%	-	3,405,400	3,405,400	100%	-
Contingency				69,902				65,302			
Total expenditures	\$ 1,048,675	\$ 1,391,757	133%	\$ 4,264,602	\$ 4,443,119	104%	\$ (248,419)	\$ 9,103,502	\$ 8,672,439	95%	\$ 365,761
Revenue over (under) expenditures	\$ (188,225)	\$ (276,098)	-15%	\$ (822,802)	\$ (168,743)	-9%	\$ (584,157)	\$ (1,174,402)	\$ (195,669)		
Debt service reserve	317,415			317,415				317,415			
Beginning fund balance	1,491,817	1,809,385	121%	1,140,217	1,809,385	159%		1,491,817	1,836,311		
Ending fund balance	\$ 1,303,592	\$ 1,533,287	118%	\$ -	\$ 1,640,642	-		\$ -	\$ 1,640,642		

### ***Wastewater Fund***

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

Overall revenue collection through yearend is at approximately \$5.29 million or 113 percent of the annual budget. Charges for services increased approximately \$400,000 in comparison to the prior year. This increase can largely be attributed to rate increases that went in to affect at the beginning of the fiscal year and a new contract with the Crook County Landfill for sewage disposal. This contract brought in approximately \$138,000 through the fourth quarter.

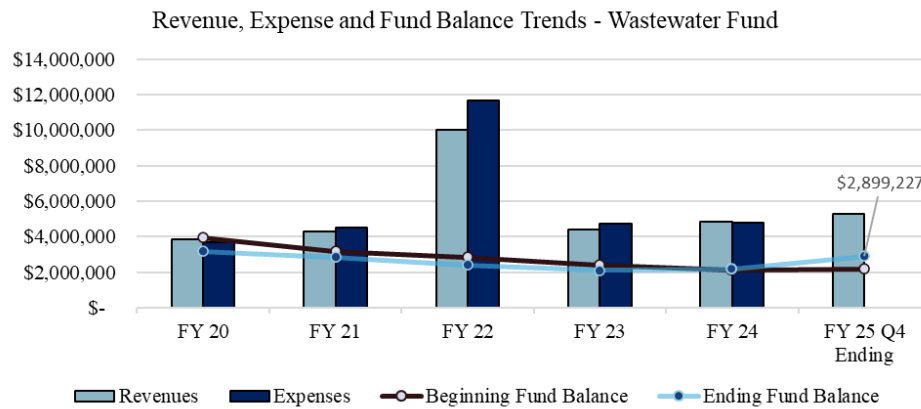
Expenditures through yearend are roughly \$5.59 million or 89 percent of the annual budget. All appropriation categories are at or below budget. Capital expenditures totaled approximately \$386,000 and were largely associated with collection improvements, golf course pond pump rebuild, new pumps and blower at the wastewater treatment facility and influent slide gate replacement.



*Wastewater work being done in April 2025*

**Wastewater Fund - Continued**

Fund balance increased roughly \$702,000 through the year, ending at \$2.90 million.



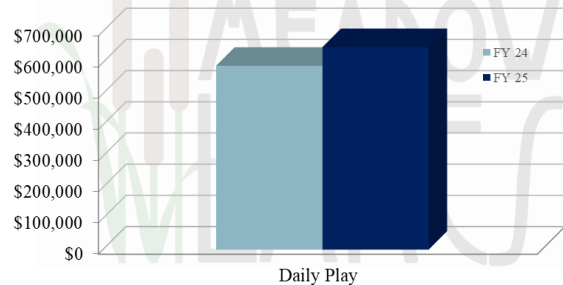
	Current Quarter			Year to Date				Annual Est. Budget Balance	Biennial Budget	Biennial Actual To Date	Biennial Budget %	Biennial Remaining Balance
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Budget %						
Revenue												
Charges for services	\$ 1,118,750	\$ 1,323,109	118%	\$ 4,475,000	\$ 4,801,107	107%	\$ (326,107)	\$ 8,825,000	\$ 9,202,043	104%	\$ (377,043)	
Interest	6,250	24,922	399%	25,000	100,647	403%	(75,647)	50,000	189,688	379%	(139,688)	
Miscellaneous	18,550	367	2%	74,200	69,932	94%	4,268	148,400	264,299	178%	(115,899)	
SDCs - reimbursement fees	24,200	210,887	871%	96,800	288,521	298%	(191,721)	193,600	453,760	234%	(260,160)	
Total revenue	\$ 1,167,750	\$ 1,559,284	134%	\$ 4,671,000	\$ 5,260,208	113%	\$ (589,208)	\$ 9,217,000	\$ 10,109,790	110%	\$ (892,790)	
Expenditures												
Personnel services	\$ 68,000	\$ 63,120	93%	\$ 272,000	\$ 263,362	97%	\$ 8,638	\$ 530,100	\$ 525,010	99%	\$ 5,090	
Materials and services	251,738	230,561	92%	1,006,950	940,689	93%	66,261	2,020,000	1,907,216	94%	112,784	
Franchise fee expense	55,950	55,950	100%	223,800	223,800	100%	-	513,300	513,300	100%	-	
Capital outlay							-					
Improvements	132,600	159,129	120%	530,400	386,399	73%	144,001	1,142,600	920,272	81%	222,328	
Debt service												
Principal												
Refunding 2021	186,050	744,178	400%	744,200	744,178	100%	22	1,479,600	1,479,505	100%	95	
State of Oregon IFA	7,050	-	-	28,200	28,117	100%	83	56,100	55,957	100%	143	
USDA 2015	16,525	-	-	66,100	66,087	100%	13	130,500	130,406	100%	94	
Interest							-					
Refunding 2021	9,225	15,975	173%	36,900	34,412	93%	2,488	82,700	80,182	97%	2,518	
State of Oregon IFA	1,500	-	-	6,000	5,938	99%	62	12,200	12,154	100%	46	
USDA 2015	25,025	-	-	100,100	100,073	100%	27	202,000	199,494	99%	2,506	
Transfers	441,350	441,350	100%	1,765,400	1,765,400	100%	-	3,497,100	3,497,100	100%	-	
Contingency				327,372				327,372				
Total expenditures	\$ 1,195,013	\$ 1,710,264	143%	\$ 5,107,422	\$ 4,558,455	89%	\$ 221,595	\$ 9,993,572	\$ 9,320,596	93%	\$ 345,604	
Revenue over (under) expenditures	\$ (27,263)	\$ (150,979)	-7%	\$ (436,422)	\$ 701,752	32%	\$ (810,802)	\$ (776,572)	\$ 789,194			
Other resources / (requirements)												
Debt service reserve	976,315			976,315				976,315				
Capital reserve				-								
Beginning fund balance	1,752,887	2,197,475	125%	1,412,737	2,197,475	156%		1,752,887	2,110,033			
Ending fund balance	\$ 1,725,625	\$ 2,046,496	119%	\$ -	\$ 2,899,227	-		\$ -	\$ 2,899,227			

## Golf Course and Restaurant Fund

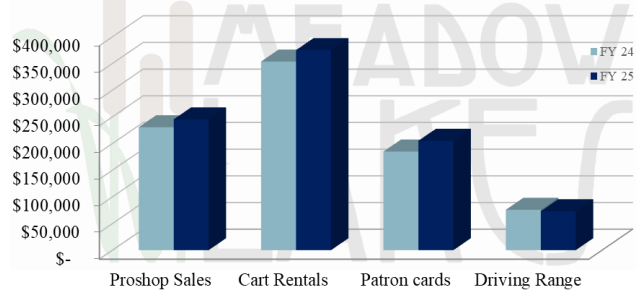
This fund accounts for the activities of Meadow Lakes Golf Course and Restaurant. Revenue is generated through user fees, restaurant lease revenue and an operating payment from the City's Wastewater Fund for treatment.

Overall revenue collection is approximately \$2.06 million at yearend or 119 percent of the annual budget. Golf operating revenue came in at about \$1.59 million or 122 percent of the annual budget which is an increase over the prior year of roughly eight percent. Rounds of golf are down by roughly 236 rounds with the golf course experiencing flooding during the third quarter. Below is a comparison to the prior year of the significant operating revenue sources for the golf course.

Daily Play Revenue Comparison to Prior Year at Quarter End



Other Golf Revenue Comparison to Prior Year at Quarter End



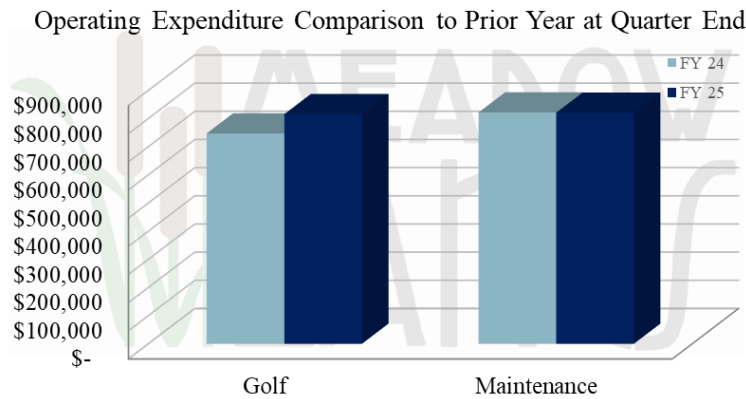
Expenditures through the fourth quarter came in at roughly \$2.04 million or 85 percent of the annual budget. Golf course operating expenditures and maintenance expenditures are up roughly four percent combined over the prior year. Operational expense increases can largely be attributed to pay increases that took place in July and course repairs needed after the flood.



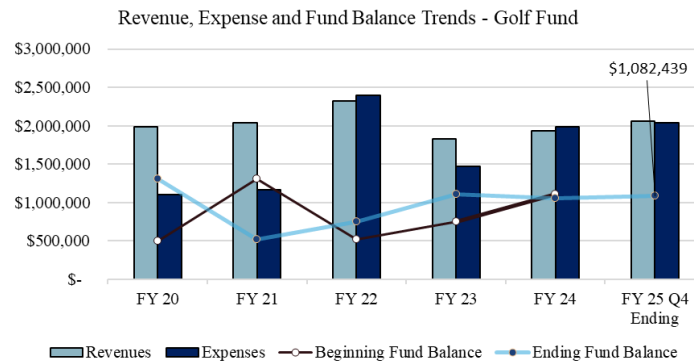
New shed to house the new carts at Meadow Lakes Golf Course in June 2025

***Golf Course and Restaurant Fund – Continued***

Below is a comparison of operating only expenditures to the prior year by department.



Fund balance increased roughly \$24,000 or two percent through the year with roughly \$246,000 in capital equipment and projects getting completed throughout the year.



	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 Actual To Date	Biennial Budget %	Biennial Budget Remaining Balance
<b>Revenue</b>											
Charges for services											
Golf Course	\$ 324,875	\$ 651,153	200%	\$ 1,299,500	\$ 1,590,338	122%	\$ (290,838)	\$ 2,536,000	\$ 3,060,488	121%	\$ (524,488)
Waste Disposal	92,500	92,500	100%	370,000	370,000	100%	-	740,000	740,000	100%	-
Restaurant	9,625	10,500	109%	38,500	38,500	100%	-	71,000	71,000	100%	-
Interest	3,000	12,357	412%	12,000	53,666	447%	(41,666)	24,000	107,430	448%	(83,430)
Miscellaneous	2,750	2,465	90%	11,000	11,203	102%	(203)	21,000	20,741	53%	259
<b>Total revenue</b>	<b>\$ 432,750</b>	<b>\$ 768,975</b>	<b>178%</b>	<b>\$ 1,731,000</b>	<b>\$ 2,063,707</b>	<b>119%</b>	<b>\$ (332,707)</b>	<b>\$ 3,392,000</b>	<b>3,999,658</b>	<b>118%</b>	<b>\$ (607,658)</b>
<b>Expenditures</b>											
Golf Course	\$ 232,600	\$ 358,675	154%	\$ 930,400	\$ 1,061,359	114%	\$ (130,959)	\$ 2,152,000	\$ 2,065,052	96%	\$ 86,948
Waste Disposal	212,463	194,295	91%	849,850	820,608	97%	29,242	1,709,000	1,641,906	96%	67,094
Restaurant	8,725	4,358	50%	34,900	31,809	91%	3,091	81,000	65,699	81%	15,301
Debt service											
Principal - 2021 Refunding	30,900	123,518	400%	123,600	123,518	100%	82	247,100	247,011	100%	89
Interest - 2021 Refunding	750	1,251	167%	3,000	2,740	91%	260	7,500	6,974	93%	526
Contingency				451,992				90,092			
<b>Total expenditures</b>	<b>\$ 485,438</b>	<b>\$ 682,097</b>	<b>141%</b>	<b>\$ 2,393,742</b>	<b>\$ 2,040,034</b>	<b>85%</b>	<b>\$ (98,284)</b>	<b>\$ 4,286,692</b>	<b>\$ 4,026,641</b>	<b>94%</b>	<b>\$ 169,959</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (52,688)</b>	<b>\$ 86,878</b>	<b>8%</b>	<b>\$ (662,742)</b>	<b>\$ 23,674</b>	<b>2%</b>	<b>\$ (234,424)</b>	<b>\$ (894,692)</b>	<b>\$ (26,983)</b>		
<b>Debt service reserve</b>	124,000			124,000				124,000			
<b>Beginning fund balance</b>	1,018,692	1,058,765	104%	786,742	1,058,765	135%		1,018,692	1,109,422		
<b>Ending fund balance</b>	<b>\$ 966,005</b>	<b>\$ 1,145,643</b>	<b>119%</b>	<b>\$ -</b>	<b>\$ 1,082,439</b>	<b>-</b>		<b>\$ -</b>	<b>\$ 1,082,439</b>		

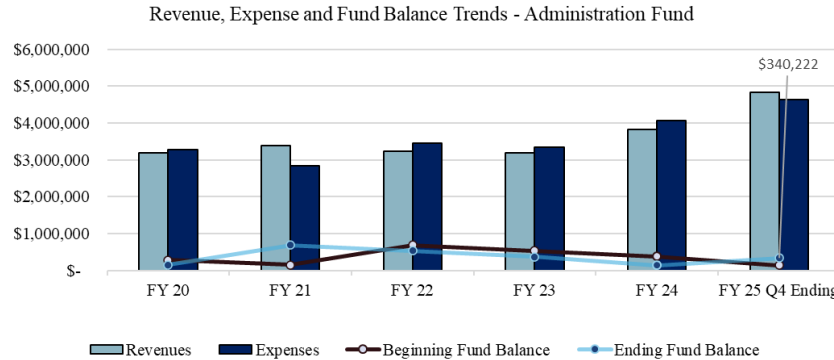
### ***Administration and Financial Support Services Fund***

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

Overall revenue collection through yearend came in at approximately \$4.83 million or 111 percent of the annual budget. Charges for services are largely associated with Internal Service Fund transfers totaling \$4.01 million.

Overall expenditures at yearend are at approximately 93 percent of the annual budget or \$4.64 million. All departments are within budget.

Fund balance increased roughly \$197,000 through quarter end and ending the year at \$ approximately \$340,000.



	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 Actual To Date	Biennial Budget %	Biennial Budget Remaining Balance
Revenue											
Charges for services	\$ 886,150	\$ 1,122,108	127%	\$ 3,544,600	\$ 4,009,197	113%	\$ (464,597)	\$ 7,575,100	\$ 7,821,029	103%	\$ (245,929)
Transfers	200,000	150,000	75%	800,000	\$ 800,000	100%	-	800,000	800,000	100%	-
Interest	2,500	3,616	145%	10,000	\$ 23,368	234%	(13,368)	20,000	44,137	221%	(24,137)
Total revenue	\$ 1,088,650	\$ 1,275,724	117%	\$ 4,354,600	\$ 4,832,564	111%	\$ (477,964)	\$ 8,395,100	\$ 8,665,166	103%	\$ (270,066)
Expenditures											
City Council	\$ 25,600	\$ 28,577	112%	\$ 102,400	\$ 87,051	85%	\$ 15,349	\$ 193,200	\$ 177,804	92%	\$ 15,396
Administration / Team Services	374,250	392,794	105%	1,497,000	1,366,317	91%	130,683	2,592,000	2,461,187	95%	130,813
Financial Services	350,675	329,148	94%	1,402,700	1,331,220	95%	71,480	2,571,000	2,499,424	97%	71,576
Information Technology	473,650	187,993	40%	1,894,600	1,851,025	98%	43,575	3,603,500	3,559,912	99%	43,588
Contingency				75,099				75,099			
Total expenditures	\$ 1,224,175	\$ 938,512	77%	\$ 4,971,799	\$ 4,635,613	93%	\$ 261,087	\$ 9,034,799	\$ 8,698,327	96%	\$ 261,373
Revenue over (under) expenditures	\$ (135,525)	\$ 337,212	235%	\$ (617,199)	\$ 196,951	137%	\$ (739,051)	\$ (639,699)	\$ (33,162)		
Beginning fund balance	617,199	143,271	23%	617,199	143,271	23%		639,699	373,384		
Ending fund balance	\$ 481,674	\$ 480,483	100%	\$ -	\$ 340,222	-		\$ -	\$ 340,222		



### Building Facilities Fund

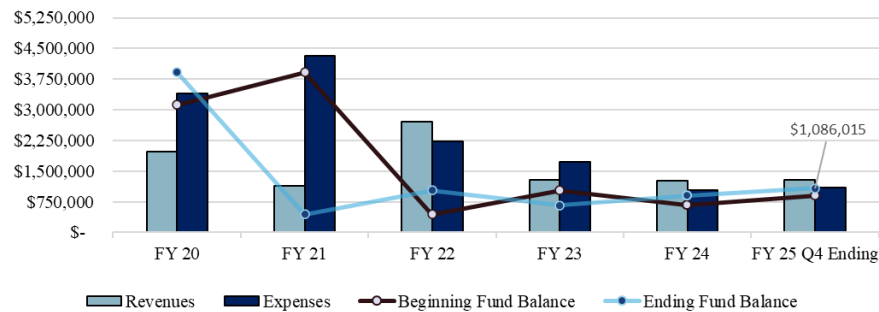
This fund accounts for the operating costs of the city hall facility and related debt service, police facility, public works facility, Barnes Butte Complex and the community development block grant (CDBG) for the senior center. Revenue is received through rental charges to user departments, grants and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

Overall revenues are roughly \$1.29 million or 89 percent of the annual budget. Fourth quarter revenues are largely associated with user rents and transfers.

Expenditures through yearend are roughly 39 percent of the annual budget. The City Hall and Police Facility Departments had debt service payments come due during the fourth quarter. All departments ended the biennium within budget.

Fund balance increased roughly \$179,000 or 20 percent through the fourth quarter.

Revenue, Expense and Fund Balance Trends - Building Facilities Fund



	Current Quarter			Year to Date				Biennial Budget	Biennial Actual To Date	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance				
<b>Revenue</b>											
Rent	\$ 57,875	\$ 64,000	111%	\$ 231,500	\$ 256,000	111%	\$ (24,500)	\$ 452,900	\$ 499,400	110%	\$ (46,500)
Transfers	238,150	240,650	101%	952,600	962,600	101%	(10,000)	1,859,900	1,879,900	101%	(20,000)
Miscellaneous	2,325	5,861	252%	9,300	11,530	124%	(2,230)	18,600	20,831	112%	(2,231)
Intergovernmental	62,500	-	-	250,000	-	-	250,000	450,000	52,693	12%	397,307
Interest	1,250	13,304	1064%	5,000	55,477	1110%	(50,477)	10,000	99,387	994%	(89,387)
<b>Total revenue</b>	<b>\$ 362,100</b>	<b>\$ 323,815</b>	<b>89%</b>	<b>\$ 1,448,400</b>	<b>\$ 1,285,606</b>	<b>89%</b>	<b>\$ 162,794</b>	<b>\$ 2,791,400</b>	<b>\$ 2,552,211</b>	<b>91%</b>	<b>\$ 239,189</b>
<b>Expenditures</b>											
City Hall facilities	\$ 68,100	\$ 121,353	178%	\$ 272,400	\$ 331,981	122%	\$ (59,581)	\$ 588,300	\$ 516,524	88%	\$ 71,776
Police facilities	172,350	415,325	241%	689,400	608,779	88%	80,621	1,364,200	1,326,114	97%	38,086
Public Works facilities	10,325	7,425	72%	41,300	30,793	75%	10,507	82,500	70,562	86%	11,938
Barnes Butte	84,000	23,120	28%	336,000	135,154	40%	200,846	619,000	218,933	35%	400,067
Contingency				155,597				155,597			
<b>Total expenditures</b>	<b>\$ 334,775</b>	<b>\$ 567,224</b>	<b>169%</b>	<b>\$ 1,494,697</b>	<b>\$ 1,106,707</b>	<b>39%</b>	<b>\$ 232,393</b>	<b>\$ 2,809,597</b>	<b>\$ 2,132,133</b>	<b>76%</b>	<b>\$ 521,867</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 27,325</b>	<b>(243,409)</b>	<b>-27%</b>	<b>\$ (46,297)</b>	<b>178,899</b>	<b>20%</b>	<b>\$ (69,599)</b>	<b>\$ (18,197)</b>	<b>\$ 420,078</b>		
<b>Other requirements</b>											
Debt service reserve	533,000			533,000				533,000			
<b>Beginning fund balance</b>	<b>551,197</b>	<b>907,116</b>	<b>165%</b>	<b>579,297</b>	<b>907,116</b>	<b>157%</b>		<b>551,197</b>	<b>665,937</b>		
<b>Ending fund balance</b>	<b>\$ 578,522</b>	<b>\$ 663,707</b>	<b>115%</b>	<b>\$ 533,000</b>	<b>\$ 1,086,015</b>	<b>204%</b>		<b>\$ -</b>	<b>\$ 1,086,015</b>		

### ***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.

Revenues are as anticipated with both Crook County and the City paying their contribution in the first quarter. The intergovernmental agreement between the City and County states that the fund balance can not go above \$50,000. Both the City and County's annual contribution was only \$180 as a result.



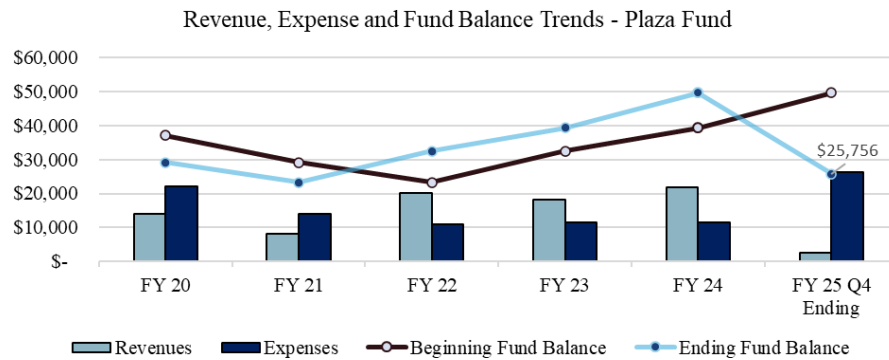
*The plaza in April 2025*



**Plaza Maintenance Fund - Continued**

Fourth quarter materials and services are for contracted grounds keeping, irrigation and landscaping repair totaling approximately \$14,100. An alleged DUII driver drove through the plaza damaging a fairly large portion of the landscaping.

Fund balance decreased roughly 48 percent through the fourth quarter and ended at roughly \$25,800 at quarter end.



	Current Quarter			Year to Date				Annual Est.	Annual Est.	Biennial	Biennial Actual	Biennial	Biennial Budget
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Budget %	Budget Balance						
Revenue													
Intergovernmental	\$ 2,500	\$ -	-	\$ 10,000	\$ 180	2%	\$ 9,820	\$ 20,000	\$ 9,868	49%	\$ 10,132		
Interest	50	422	844%	200	2,111	1056%	(1,911)	400	4,498	1125%	(4,098)		
Transfers	2,500	-	-	10,000	180	2%	9,820	20,000	9,868	49%	10,132		
Total revenue	\$ 5,050	\$ 422	8%	\$ 20,200	\$ 2,471	12%	\$ 17,729	\$ 40,400	\$ 24,235	60%	\$ 16,165		
Expenditures													
Materials and services	\$ 5,400	\$ 14,062	260%	\$ 21,600	\$ 24,356	113%	\$ (2,756)	\$ 43,000	\$ 33,832	79%	\$ 9,168		
Transfers	500	500	100%	2,000	2,000	100%	-	4,000	4,000	100%	-		
Contingency				22,473				22,673					
Total expenditures	\$ 5,900	\$ 14,562	247%	\$ 46,073	\$ 26,356	57%	\$ (2,756)	\$ 69,673	\$ 37,832	54%	\$ 9,168		
Revenue over (under) expenditures	\$ (850)	\$ (14,140)	-28%	\$ (25,873)	\$ (23,884)	-48%	\$ 20,484	\$ (29,273)	\$ (13,597)				
Beginning fund balance	29,273	49,640	170%	29,273	49,640	170%		29,273	39,353				
Ending fund balance	\$ 28,423	\$ 35,500	125%	\$ 3,400	\$ 25,756	758%		\$ -	\$ 25,756				

### ***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.

Through the fourth quarter, revenues are roughly 131 percent of the annual budget and are largely associated with transfers for services from the streets, water and wastewater departments for public works.

Expenditures through the fourth quarter are roughly 93 percent of the annual budget. A 2020 John Deere grader was purchased during the fourth quarter totaling roughly \$194,000. Both departments in this fund are within budget with the budget adjustment that was done in September 2024.

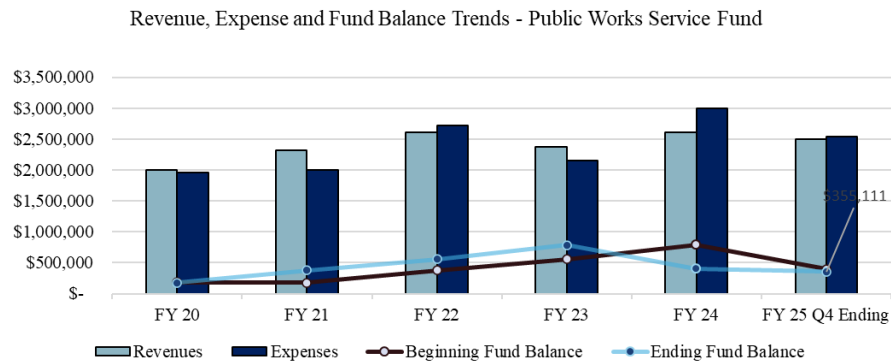


*Public Works Mechanic, James Blanchard, working on the vacor truck in April 2025.*

June 30, 2025

***Public Works Support Services Fund - Continued***

Fund balance decreased approximately \$45,000 or 11 percent through yearend.



	Current Quarter			Year to Date				Biennial Budget	Biennial Actual To Date	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	\$ 27,500	\$ -	-	\$ 110,000	\$ 143,754	131%	\$ (33,754)	\$ 220,000	\$ 288,857	131%	\$ (68,857)
Charges for services	443,925	683,596	154%	1,775,700	2,305,038	130%	(529,338)	4,962,200	4,733,353	95%	228,847
Interest	500	5,800	1160%	2,000	27,482	1374%	(25,482)	4,000	56,728	1418%	(52,728)
Miscellaneous	2,500	192	8%	10,000	17,783	178%	(7,783)	20,000	21,104	106%	(1,104)
Total revenue	\$ 474,425	\$ 689,588	145%	\$ 1,897,700	\$ 2,494,056	131%	\$ (596,356)	\$ 5,206,200	5,100,042	98%	\$ 106,158
Expenditures											
Public Works Support Services	\$ 559,375	\$ 530,982	95%	\$ 2,237,500	\$ 2,082,321	93%	\$ 155,179	\$ 4,448,500	\$ 4,293,269	97%	\$ 155,231
Public Works Fleet and Vehicles	124,200	228,369	184%	496,800	457,017	92%	39,783	1,277,000	1,236,222	97%	40,778
Contingency				1,452				1,452			
Total expenditures	\$ 683,575	\$ 759,351	111%	\$ 2,735,752	\$ 2,539,337	93%	\$ 194,963	\$ 5,726,952	5,529,491	97%	\$ 196,009
Revenue over (under) expenditures	\$ (209,150)	\$ (69,763)	-17%	\$ (838,052)	\$ (45,281)	-11%	\$ (791,319)	\$ (520,752)	\$ (429,449)		
Beginning fund balance	838,052	400,392	48%	838,052	400,392	48%		520,752	784,560		
Ending fund balance	\$ 628,902	\$ 330,629	53%	\$ -	\$ 355,111	-		\$ -	\$ 355,111		

**ORDINANCE NO. 1302**

**AN ORDINANCE ADOPTING CHANGES TO PRINEVILLE CODE SECTION 93.59**

**WHEREAS**, Chapter II, Section 4 of the City of Prineville Charter provides:

Powers. The city has all powers that the constitutions, statutes and common law of the United States and Oregon expressly or impliedly grant or allow the city, as fully as this charter specifically enumerated each of those powers.

**WHEREAS**, the City of Prineville adopted Ordinance 911 regarding parking as a nuisance as amended by Ordinance 1251, and then again by Ordinance 1285.

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

1. Section 93.59 is amended to read as shown on Exhibit A attached hereto and by reference made a part hereof.

Presented for the first time at a regular meeting of the City Council held on August 12, 2025, and the City Council finally enacted the foregoing ordinance this \_\_\_\_ day of August, 2025.

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Rodney J. Beebe  
Mayor

ATTEST:

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Lisa Morgan, City Recorder

### 93.59 Parking

- A. No person shall cause any vehicle or personal property to be parked or stored in such a way as to obstruct the flow of traffic on a public right-of-way or the movement of pedestrians on a public sidewalk.
- B. No vehicle or personal property located on a public right-of-way, a sidewalk or on public property shall be permitted for more than 72 consecutive hours; provided, that any basketball stand that does not interfere with the flow of traffic or pedestrians, or create a substantial safety hazard, may be located in the right-of-way for more than 72 hours. Movement of a vehicle within a 500-foot radius shall not extend the time limits for parking violations pursuant to this section.
- C. It is prohibited for any person to park or store any trailer, camper, motor home, boat, trailer house, or other recreational vehicle on any street, right-of-way, alley, highway, or other public place. Each personal property described in this Section may be referred to as a “vehicle” for purpose of this Section. Notwithstanding this prohibition, parking for the purposes of loading or unloading shall be permitted but shall not exceed 24 hours.
- D. Within residential neighborhoods, no commercial vehicle which exceeds 8,000 pounds gross weight, 21 feet in length or eight feet in height shall be parked in the street unless it is a vehicle that is routinely on standby and necessary to use under emergency circumstances. Semi-trailers are prohibited.
- E. Whenever a vehicle is placed in a manner or location which constitutes an obstruction to traffic or hazard in public safety or is parked in a manner that violates this chapter, within the City limits of the City of Prineville, the City may cause the vehicle to be towed pursuant to provisions established in ORS 98.805, 98.810, 98.812, and 98.818. The owner of such vehicle is responsible to the City or any private towing and storage operator pursuant to the provisions of ORS 98.812 and 98.818. The City shall also have any remedies available under this chapter including, without limitation, the ability to sell a removed vehicle as abandoned property.
- F. If any vehicle is impounded and stored under the provisions of this chapter or any other provision of the Prineville Municipal Code, or pursuant to any other lawful authority, said vehicle shall not be released by the person to whom possession thereof is delivered until all charges connected with the removal, towing, and storage of such vehicle have been fully paid.
- G. For purposes of this section, vehicle means any device in, upon or by which any person or property is or may be transported or drawn upon a public highway and includes vehicles that are propelled or powered by any means, which includes, but is not limited to boats, trailers, motorhomes, and travel trailers.

**ORDINANCE NO. 1303**

**AN ORDINANCE ADDING CHAPTER 74 TO THE PRINEVILLE CITY CODE  
TOWING ORDINANCE FOR THE CITY OF PRINEVILLE**

**WHEREAS**, Chapter II, Section 4 of the City of Prineville Charter provides:

Powers. The city has all powers that the constitutions, statutes and common law of the United States and Oregon expressly or impliedly grant or allow the city, as fully as this charter specifically enumerated each of those powers.

**WHEREAS**, the City of Prineville finds it necessary to establish regulations for the towing of vehicles within the City of Prineville.

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

1. The Council hereby adopts proposed Chapter 74 attached to this Ordinance to the Prineville City Code.

Presented for the first time at a regular meeting of the City Council held on August 12, 2025, and the City Council finally enacted the foregoing ordinance this \_\_\_\_ day of August, 2025.

---

Rodney J. Beebe  
Mayor

ATTEST:

---

Lisa Morgan, City Recorder

## CHAPTER 74 – TOWING

### Sections:

<b>74.010</b>	<b>General Regulations</b>
<b>74.020</b>	<b>Impoundment and Storage by Private Towing Firm</b>
<b>74.030</b>	<b>Post Towing Notice to Owner</b>
<b>74.040</b>	<b>Reasonable Storage Charge</b>
<b>74.050</b>	<b>Hearing Procedures</b>
<b>74.060</b>	<b>Owner Reclaiming Vehicle</b>
<b>74.070</b>	<b>Approval of Unclaimed Vehicles</b>
<b>74.080</b>	<b>Disposition of Motor Vehicle Greater than \$750.00</b>
<b>74.090</b>	<b>Disposition of Motor Vehicle Appraised at \$750.00 or Less</b>
<b>74.100</b>	<b>To Be Held at Expense of Owner</b>
<b>74.110</b>	<b>Vehicle Inventory</b>
<b>74.120</b>	<b>Penalties</b>

### **74.010 General Regulations**

- A. Disposition of a vehicle towed and stored under provisions of state law for the removal of hazardous vehicles shall be in accordance with provisions of state law on impoundment and disposition of vehicles constituting a hazard.
- B. The impoundment of a vehicle does not preclude issuance of a citation for violation of a provision of this title.
- C. Whenever a traffic citation is issued or a physical arrest is made for violation of the Oregon Vehicle Code or local traffic ordinance and the driver's license is suspended or revoked, or the vehicle is without liability insurance as required by the Oregon Vehicle, or both, the vehicle shall be impounded and towed, by a towing company at owner's expense and stored at owner's expense.
- D. Stolen vehicles may be towed from public or private property and stored at the expense of the vehicle owner.
- E. A vehicle abandoned in violation of provisions of state law relating to abandoned vehicles is subject to removal and sale in accordance with provisions of state law.
- F. A vehicle which is stored in violation of state law or City ordinance relating to storage of motor vehicles on streets is subject to removal and sale in accordance with provisions of state law on impoundment and disposition of abandoned vehicles (ORS 819.100 through 819.270).
- G. A discarded vehicle, or a vehicle that may be treated as discarded in accordance with City ordinance may be taken into custody, removed, and disposed of after a 48-hour notice, containing all the information required under ORS 819.170(2), is affixed to such vehicle. The owner or person in charge of a vehicle to which a 72-hour notice has been affixed must remove such vehicle from public property within 72 hours of when the notice is affixed. Vehicles not



removed from public property by the vehicles' owner or person in charge of vehicle as required by the 72-hour notice are subject to removal by the City, at the discretion of City officers, as set forth in ORS 819.110.

H. Vehicles removed and impounded shall be taken to a public garage or other suitable place for storage of a vehicle, and kept until released or otherwise disposed of pursuant to this section.

1. The owner of the vehicle, or any person authorized by the owner to act on his/her behalf, may redeem the vehicle pursuant to the procedures of Prineville Municipal Code § 74.060.

2. A motor vehicle so impounded shall be held and, if not lawfully redeemed, shall be disposed of as provided in ORS 819.210 through 819.260. A certificate of sale referenced therein shall contain the following notice:

The City of Prineville makes no warranty as to the condition of title of the above-described vehicle. In the event this sale shall for any reason be invalid, the liability of the City is limited to return of the purchase price.

#### **74.020 Impoundment and Storage by Private Towing Firm**

A. In the enforcement and execution of the provisions of this chapter, the City may contract service of one or more competent service firms for the removal and storage of motor vehicles taken into custody of the City for any reason. The City Council shall by ordinance or resolution establish a schedule of maximum charges for storage of such vehicles, which shall apply to vehicles stored by the City.

B. Where a private business is used, the following conditions shall apply:

1. The City shall not be liable for services rendered by a private towing service from any source other than such amounts as may be collected from the owner on redemption, or from a purchaser upon sale, after the City deducts its expenses, unless the City is the purchaser of the vehicle.

2. The vehicle shall not be released from the private towing service except upon a receipt, signed by the police chief, proffered by the purchaser.

C. A towing service firm which, at the request of the City, takes a vehicle into custody shall have a lien on the vehicle and its contents for just and reasonable towing charges, may retain possession of the vehicle and its contents until charges are paid, and may cause the vehicle and its contents to be sold at public auction pursuant to Prineville Municipal Code § 74.090. If the appraised value of the vehicle is \$750.00 or less, the vehicle and its contents shall be disposed of in the manner provided in Prineville Municipal Code § 74.080.

#### **74.030 Post Towing Notice to Owner**

A. If a motor vehicle is taken into custody of the City, the chief of police, or designee, shall make reasonable efforts to ascertain the names and addresses of the registered owner and the legal owner, if any, and the person entitled to possession.

B. If names and addresses of such owners or persons entitled to possession or either of them can be ascertained, the chief of police, or designee, shall cause notice to be mailed within 48 hours of the date of recovery, addressed to the registered owner of the vehicle and a similar letter addressed to the legal owner, if any. Such notice shall include the following information:

1. The statute or ordinance or rule under which the vehicle has been taken into custody or removed.

2. The location where the vehicle may be redeemed by the owner or persons entitled to possession upon satisfactory proof of ownership or right to possession.

3. That a lien has arisen on the vehicle in favor of the person who towed the vehicle for just and reasonable towing and storage charges.

4. The amount of any impound fee, fines or bail, which must be paid or posted pursuant to Prineville Municipal Code § 74.060.

5. The dates after which the vehicle will be subject to public sale.

6. That a hearing on the validity of the tow and on the creation and amount of the lien may be had if requested within five days of mailing of the notice.

7. That the costs of hearing may be assessed against the vehicle owner.

**74.040 Reasonable Storage Charge.** The maximum charge per day for storage of a motor vehicle towed and stored pursuant to Prineville Municipal Code § 74.010 or Prineville Municipal Code § 74.020 is \$25.00 per day when the vehicle is stored by the City; and \$40.00 per day if a vehicle is over 20' long. For any vehicle that has been stored within the a past year, charges per day may be doubled.

#### **74.050 Hearing Procedures.**

A. Upon written request of the legal owner or the registered owner or any other person who reasonably appears to have an interest in the vehicle, delivered to City Hall, a hearing shall be held before the City Council. The written request shall state the grounds upon which the person requesting the hearing believes that the removal and custody of the vehicle is not justified.

B. The hearing shall be set and conducted at the next Regular Council Meeting provided that the request is made prior to five (5) days of the Regular Council Meeting; otherwise, the hearing

will be set at the following Regular Council Meeting. The hearing can be set for a later date if the owner or person entitled to possession so requests. At the hearing the owner may contest:

1. The validity of the action of the enforcement officer in taking the vehicle into custody.

2. The reasonableness of the charge set for towing and storage of vehicle. Towing and storage charges set by ordinance or by contract entered into pursuant to ordinance are presumed to be reasonable for the purpose of this section.

C. The City shall have the burden of showing the validity of the taking of the vehicle.

D. At any time prior to the requested hearing, the owner or the person entitled to possession of the vehicle may regain the vehicle as provided by Prineville Municipal Code § 74.060 by depositing with the City security in the form of cash in an amount sufficient to cover costs of removing and storage, impound fee and any fines or bail owed pursuant to Prineville Municipal Code § 74.120.

E. If the City Council finds that:

1. The action of the enforcement officer in taking the vehicle into custody was invalid, the Council shall: (a) Order the vehicle released to the owner; (b) Find that the owner is not liable for any towing or storage charges occasioned by the taking; and (c) Order the City to satisfy the towing and storage lien.

F. If the person requesting the hearing does not appear at the scheduled hearing, the City Council may enter an order supporting the removal and assessment of an impound fee, towing and storage costs and apply any security posted against such costs.

G. The action of the City Council pursuant to this section is final.

**74.060 Owner Reclaiming Vehicle.** The legal owner, registered owner, or person entitled to possession of an unclaimed vehicle may reclaim such vehicle any time it is taken into custody, and before it is sold, upon presentation of satisfactory proof of ownership or right of possession to the chief of police and payment of towing and storage charges, impound fee or posting of security required under this chapter.

**74.070 Appraisal of Unclaimed Vehicles.** Within ten (10) days of any motor vehicle coming into custody of the City for any reason, the chief of police, or designee, shall cause such vehicle to be appraised by a person possessing a valid appraiser certificate under state law or through use of Kelly Blue Book.

**74.080 Disposition of Motor Vehicle Valued Greater than \$750.00.** Any motor vehicle appraised at a value greater than \$750.00 under Prineville Municipal Code § 74.070 and not redeemed for a period of 30 days after the date of mailing notice pursuant to Prineville Municipal

Code § 74.030, or the taking of the vehicle into custody of the City, whichever is later, may be disposed of by the chief of police in accordance with ORS 819.210 through ORS 819.260.

**74.090        Disposition of Motor Vehicle Appraised at \$750.00 or Less.** Any motor vehicle appraised at a value of \$750.00 or less under Prineville Municipal Code § 74.070 and which remains unclaimed and unredeemed for a period of 30 days after the date of mailing of notice pursuant to Prineville Municipal Code §74.030 or the taking of the vehicle into custody by the City, whichever is greater, may be disposed of in accordance with ORS 819.210 through 819.260. No such vehicle shall be sold or transferred to any person without first requiring such person to comply with the provisions of an execute the forms required by ORS 819.220.

**74.100        To Be Held at Expense of Owner.** Except as provided in Prineville Municipal Code § 74.050(E), unclaimed motor vehicles which come into the custody, actual or constructive, of the City for any reason shall be held at expense of the owner and any costs incurred by the City in finding, transportation, giving of notice, storage, care, and custody of such property shall be paid by the owner or other person lawfully entitled to possession thereof before such property may be released.

**74.110        Vehicle Inventory.** Any vehicle impounded by direction of the Prineville Police Department, under a provision of this chapter or state law, shall have a written inventory list produced by the Prineville Police Department itemizing all property contained within the impounded vehicle which, in the judgment of the person conducting the inventory, has a value of \$1,000.00 or more. For the purpose of this section, only property not attached to the vehicle must be identified on the inventory list.

**74.120 Penalties.**

A.        Violation of any provision of Prineville Municipal Code § 74.010(E) and Prineville Municipal Code § 74.010(F) is an infraction punishable by a forfeiture not to exceed \$100.00.

B.        Violation of any provision of Prineville Municipal Code § 74.010(G) is an infraction punishable by forfeiture not to exceed \$75.00.

C.        Violation of any provision of Prineville Municipal Code § 74.01(C) is an infraction and punishable by a forfeiture not to exceed the cost of towing and storage bill, \$75.00 City impound fee, and, if the vehicle is stored in City property, a storage fee commencing at 12:01 a.m. on the day following the impoundment of the vehicle. If redemption is not made within 30 days after the vehicle is impounded, such vehicle shall be disposed of in accordance with provisions of state law.

D.        Violation of a provision identical to a state statute is punishable by the penalty prescribed by the state statute.



# CITY COUNCIL STAFF REPORT

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**MEETING DATE:** 8/26/2025

**PREPARED BY:** Joshua Smith

**SECTION:** Resolutions

**DEPARTMENT:** Planning

**CITY GOAL(S):** Fiscal Responsibility, Position City for Future

**SUBJECT:** Natural Hazards Mitigation Plan

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**REASON FOR CONSIDERATION:**

A Natural Hazard Mitigation Plan (NHMP) is required as a condition of future funding for mitigation projects under multiple FEMA pre- and post-disaster grant programs.

**BACKGROUND:** Crook County and the City of Prineville have collaborated on NHMPs from at least 2005 and have updated the plan in 2010, 2018 and now 2025. Crook County contracted with Central Oregon Intergovernmental Council (COIC) to produce the plan and manage the process. The plan identifies natural hazard risks and prioritizes actions needed to mitigate vulnerabilities. The plan is updated on a regular basis, generally every 5 to 8 years. The Crook County Board of Commissioners adopted this 2025 NHMP at their August 6<sup>th</sup> meeting by Resolution 2025-31.

**FISCAL IMPACT:** There are no direct fiscal impacts to the city. The action items in the plan are very broad ongoing actions that the City already engages in. Having an updated plan allows the City to apply for FEMA pre-or post-disaster grant funding.

**RECOMMENDATION:** The Planning Director recommends approval of the NHMP. Without this plan the City cannot apply for FEMA grants and is at risk of not receiving federal funding, should a natural disaster occur.

**RELATED DOCUMENT(S):** NHMP  
County Resolution 2025-31  
City Resolution





# **Crook County**

Mailing: 300 NE 3<sup>rd</sup> Street • Prineville, Oregon 97754  
Physical: 203 NE Court Street • Prineville, Oregon 97754  
Phone (541) 447-6555

## Resolution #2025-31

### **A Resolution Adopting the County's Representation in the Updates to the Crook County Multi-Jurisdictional Natural Hazards Mitigation Plan**

**Whereas**, the County recognizes the threat that natural hazards pose to people, property, and infrastructure within our community; and

**Whereas**, undertaking hazard mitigation actions will reduce the potential for harm to people, property, and infrastructure from future hazard occurrences; and

**Whereas**, an adopted Natural Hazards Mitigation Plan is required as a condition of future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs; and

**Whereas**, the County has fully participated in the FEMA prescribed mitigation planning process to prepare the *Crook County, Multi-Jurisdictional Natural Hazard Mitigation Plan*, which has established a comprehensive, coordinated planning process to eliminate or minimize these vulnerabilities; and

**Whereas**, the County has identified natural hazard risks and prioritized a number of proposed actions and programs needed to mitigate the vulnerabilities of the County to the impacts of future disasters within the *Crook County, Multi-Jurisdictional Natural Hazard Mitigation Plan*; and

**Whereas**, these proposed projects and programs have been incorporated into the *Crook County, Multi-Jurisdictional Natural Hazard Mitigation Plan* that has been prepared and promulgated for consideration and implementation by the cities of Crook County; and

**Whereas**, the Oregon Office of Emergency Management and Federal Emergency Management Agency, Region X officials pre-approved the *Crook County, Multi-Jurisdictional Natural Hazard Mitigation Plan* and the County addendum (dated July 10, 2025) contingent upon this official adoption of the participating governments and entities;

**Whereas**, the NHMP is comprised of five main elements: Vulnerability and Capability Assessment, Hazard Profiles and Risk Assessment, Mitigation Strategy and Actions, Maintenance and Implementation, Jurisdictional Addenda, collectively referred to herein as the NHMP; and

**Whereas,** the NHMP is in an on-going cycle of development and revision to improve it's effectiveness; and

**Whereas,** Crook County adopts the NHMP and directs the County Manager to develop, approve, and implement the mitigation strategies and any administrative changes to the NHMP.

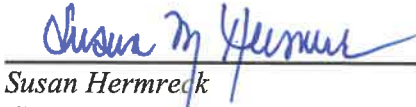
**Now, therefore, be it resolved,** that the County adopts *the Crook County Multi-Jurisdictional Natural Hazards Mitigation Plan* as an official plan; and

**Be it further resolved,** that the County will submit this Adoption Resolution to the Oregon Office of Emergency Management and Federal Emergency Management Agency, Region X officials to enable final approval of the *Crook County Multi-Jurisdictional Natural Hazards Mitigation Plan*.

Adopted this 6<sup>th</sup> day of August, 2025

  
\_\_\_\_\_  
Brian Barney  
County Commissioner

  
\_\_\_\_\_  
Seth Crawford  
County Commissioner

  
\_\_\_\_\_  
Susan Hermreck  
County Commissioner

**RESOLUTION NO. 1631  
CITY OF PRINEVILLE, OREGON**

**A RESOLUTION ADOPTING THE CITY OF PRINEVILLE’S REPRESENTATION IN  
THE UPDATE TO THE CROOK COUNTY MULTI-JURISDICTIONAL NATURAL  
HAZARDS MITIGATION PLAN**

**Whereas**, the City of Prineville (“City”) recognizes the threat that natural hazards pose to people, property and infrastructure within our community.

**Whereas**, undertaking hazard mitigation actions will reduce the potential for harm to people, property and infrastructure from future hazard occurrences.

**Whereas**, an adopted Natural Hazards Mitigation Plan is required as a condition of future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs.

**Whereas**, the City has fully participated in the FEMA prescribed mitigation planning process to prepare the *Crook County Multi-Jurisdictional Natural Hazard Mitigation Plan*, which has established a comprehensive, coordinated planning process to eliminate or minimize these vulnerabilities.

**Whereas**, the City has identified natural hazard risks and prioritized a number of proposed actions and programs needed to mitigate the vulnerabilities of the city to the impacts of future disasters within the *Crook County Multi-Jurisdictional Natural Hazard Mitigation Plan*.

**Whereas**, these proposed projects and programs have been incorporated into the *Crook County Multi-Jurisdictional Natural Hazard Mitigation Plan* that has been prepared and promulgated for consideration and implementation by the cities of Crook County.

**Whereas**, the Oregon Office of Emergency Management and Federal Emergency Agency, Region X officials pre-approved the *Crook County Multi-Jurisdictional Natural Hazard Mitigation Plan* (dated July 10, 2025) contingent upon this official adoption of the participating governments and entities.

**Whereas**, the NHMP is comprised of five main elements: (1) Vulnerability and Capability Assessment; (2) Hazard Profiles and Risk Assessment; (3) Mitigation Strategy and Actions (4) Maintenance and Implementation; and (5) Jurisdictional Addenda, collectively referred to herein as the NHMP.

**Whereas**, the NHMP is in an on-going cycle of development and revision to improve it’s effectiveness.

**Whereas**, the City adopts the NHMP and directs the City Manager to develop, approve and implement the mitigation strategies and any administrative changes to the NHMP.

**Now, Therefore,** the City of Prineville resolves that the City adopts the *Crook County Multi-Jurisdictional Natural Hazard Mitigation Plan* as an official plan and that the City will submit this Adoption Resolution to the Oregon Office of Emergency Management and Federal Emergency Management Agency, Region X officials to enable final approval of the *Crook County Multi-Jurisdictional Natural Hazard Mitigation Plan*.

Approved by the City Council this \_\_\_\_ day of August, 2025.

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Rodney J. Beebe, Mayor

ATTEST:

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Lisa Morgan, City Recorder