



**Location:** City Hall – Council Chambers  
**Date:** March 14, 2023  
**Time:** 6:00 PM

## City Council Meeting Agenda

Mayor Jason Beebe, Council Members Steve Uffelman, Janet Hutchison, Shane Howard, Gail Merritt, Scott Smith, Raymond Law and City Manager Steve Forrester  
**ATTEND TELEPHONICALLY BY CALLING 346-248-7799 Meeting ID: 947 5839 2608 Passcode: 123456**

### Call to Order

### Flag Salute

### Additions to Agenda

### Consent Agenda

- [1.](#) Regular Meeting Brief 2-28-2023

### Visitors, Appearances and Requests

### Council Presentations

2. Prineville Downtown Association Presentation - Bryan Iverson
- [3.](#) EDCO Enterprise Zone Presentation - Kelsey Lucas

### Council Business

- [4.](#) Intent to Award Barnes Butte Trail Paving Project - Justin Severance / Casey Kaiser

### Staff Reports and Requests

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

### Committee Reports

### Ordinances

### Resolutions

- [7.](#) Resolution No. 1550 - Annexing Certain Property Into the City of Prineville - Josh Smith

### Visitors, Appearances and Requests

### Adjourn

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



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

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

**City Council Meeting Brief**  
**February 28, 2023**

**Council Members Present:**

Scott Smith  
Gail Merritt  
Shane Howard  
Janet Hutchison  
Jason Beebe  
Ray Law

**Council Members Absent**

Steve Uffelman

**Additions to the Agenda**

None.

**Consent Agenda**

1. Regular Meeting Brief 2-14-2023

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

**Visitors, Appearances and Requests**

No one from the public came forward.

2. **Officer Landon Nesbitt Recognition** – Chief Larry Seymour

Chief Larry Seymour explained that he received an email from Department of Public Safety Standards & Training (DPSST) regarding Officer Landon Nesbitt. On January 19<sup>th</sup> while attending the academy, all of the recruits were engaging in conversation while eating. Officer Nesbitt recognized that one of the recruits was not engaging and showed signs of choking. Officer Nesbitt ran to the recruit's aid and started performing the Heimlich maneuver likely saving the recruit's life. Officer Nesbitt received a certificate of recognition from DPSST for his quick lifesaving response. Chief Seymour pinned Officer Nesbitt.

### **3. Ceremonial Swear In of Captain Gray, Lieutenant Wilson & Officer Jacob Gentry – Chief Seymour**

Chief Seymour called everyone up one at a time beginning with Officer Gentry.

Officer Gentry comes to the Prineville PD from Toledo, Oregon. Officer Gentry's wife and children are here to show their support. Chief Seymour administered the oath and wife, Jolisa Gentry pinned Officer Gentry's badge on his uniform.

Chief Seymour called Lieutenant Shane Wilson up and stated that Lt. Wilson came to us from Talent, Oregon. Since then he has worked his way up filling many roles over the years. Chief thanked his wife and family for all of their support allowing the Lieutenant to perform his best over the years. Chief Seymour administered the oath and sister, Tara Wilson pinned Lt. Wilson's badge on his uniform.

Chief Seymour called Captain Robert Gray up and explained that the Captain started in 2009 who also served numerous positions over the years. Captain Gray built the PD drone department and received his pilot's license among many other things. Chief Seymour administered the oath and Captain Gray's sons pinned his badge on his uniform.

Chief Seymour acknowledged all the officers in the audience who came to support their team.

### **Council Presentations**

None.

### **Council Business**

#### **4. Adopt Council Goals – Steve Forrester**

Steve Forrester, City Manager provided the background information and asked Council if there were any changes that Council wanted to make. We will also be scheduling the Council Strategic Priorities workshop which will tie back to the Council Goals.

There were no questions and Council agreed that they are happy with the goals as is.

**Councilor Smith made a motion to adopt the Council Goals as presented. Motion seconded. No discussion on motion. All in favor, motion carried.**

#### **5. Crook County Parks & Recreation Foundation Request for Stryker Park Funding – Mayor Beebe**

Mayor Beebe stated that he is the sponsor for the request.

Andrea Weaver, Parks & Recreation Coordinator went through a power point presentation for the new Stryker Park playground explaining that this will be a treasured asset to our community.

The playground development is broke into phases to complete as funding for each phase becomes available. Phase I, the 2 – 5 year old area will have the equipment installed in March.

Ms. Weaver went through an overview of the park in its entirety noting that the musical harmony equipment will be installed in the spring as well.

John Bond on the Parks & Recreation Foundation Board explained that the High School Band will come down and perform with the harmony notes equipment after the Easter egg hunt. There will be a shade structure coming in for installation also.

Ms. Weaver continued going through the 2-5 year old area, Phase I. The park will focus on attractions in the area and our community and it will be fully fenced in so the kids can run around freely and not run into the street. Phase 2 is the all-inclusive area for kids or adults with special needs. It will have a poured rubber surfacing for easy access and maneuverability. Ms. Weaver discussed the big kid's area and the features which will include a climbing wall and a Native American area.

Mayor Beebe asked if they had approached the County for funding also. They explained they have provided materials to the County but have not been able to get on the agenda yet. They have also applied for grants and it is critical to receive funding for matches on grant applications.

Discussions continued regarding what has been funded and what is still needed for funding of the other phases, timing of funding, grants and matching.

Mr. Bond explained that the 2-5 year old, Phase I portion is fully funded however the inclusion area is not, though those kind of grants are easier to get because it is inclusive.

Discussions continued regarding the funding needed for the other phases and the entire project is over \$1 million dollars. There has been other funding and in-kind work received and committed and they are also looking at other ideas for funding. It may be a while before they actually get all of the funding to complete the project.

Councilor Hutchison asked if they are applying for grants that are for specific phases and Ms. Benkoski responded that it is specific to each individual phase.

Discussions resumed regarding that they have been working on this already for about 4 years. The 2-5 year old area should be completed by fall. There has been a lot of commitment from local businesses by performing work, and Kiwanis has also been very active in support.

Mr. Forrester went through some funding options and recommended that Council only address the request with the money they have available at this time. Mr. Forrester spoke with Commission Brummer off the record and the County thinks they may be able to do approximately \$12,000 also. Discussions continued regarding in-kind contributions.



Casey Kaiser, Public Works Director explained that the city has partnered with the community before on other projects. There is Public Works staff and equipment, so it is certainly possible that the city could contribute that way also.

Council discussed not wanting to completely deplete their contribution funds with several months to go still.

**Councilor Law made a motion to contribute \$12,500.00 from Council funds to the Crook County Parks & Recreation Foundation. Motion seconded. No discussion on motion. All in favor, motion carried.**

Discussions continued regarding how some future funding could be built into the next budget.

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

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

Mr. Forrester began with saying it was a great presentation from Public Safety earlier and the Cowboys finished in third at state and it was a nice parade through town with the escort by the Police Department.

Councilor Merritt added that McKenna Durim made history for CCHS and took championship for the girls.

Mr. Forrester continued with adding how well our Public Safety Department is doing compared to other cities nationwide and that it is a testament to the quality of people we have been able to maintain and recruit.

Councilor Smith confirmed with Mr. Forrester that Les Stiles memorial is taking place this coming Saturday at Deschutes County Fairgrounds.

Mr. Forrester continued with his manager's report highlighting each department.

Council asked for a snow report.

Mr. Forrester asked Bruce Scanlon, Ochoco Irrigation District (OID) Manager to come up and give a snow update. They went to the Ochoco Mountains yesterday and the levels are at 100% average. At the lower elevations there is less snow. The depth of snow was encouraging at higher elevations, but still need more in the lower elevations.

### **Committee Reports**

Councilor Hutchison provided an Ochoco Forest Collaboration update stating that she was elected as Chair again. She provided litigation updates with upcoming court dates and an update on upcoming projects in the Ochoco's, including a road project.

Discussions continued regarding the 21” trunk diameter rule litigation.

Mayor Beebe provided an update regarding the last Central Oregon Cities Organization (COCO) meeting and the legislation that they are tracking.

Discussions continued regarding enterprise zone bills, water bills, computer chips, how the city is prepared if approached for development to respond to these companies by having everything in place ahead of time rather than 2 – 3 years from now.

### **Ordinances:**

None.

### **Resolutions**

#### **7. Resolution No. 1547 – Approving Funding Agreement Between City and Ochoco Irrigation District (OID) Regarding Combs Flat Road Improvements – Casey Kaiser**

Mr. Kaiser went through a power point presentation that highlighted the importance of the extension of Combs Flat and how critical it is to have the OID ditch piped. Mr. Kaiser provided the background of this project and explained it is approximately 90% complete for design, funding received so far for project and what approving Resolution No. 1547 would do. He went through the benefits and the value to the city by approving. For example, by piping the canal it saves the city approximately \$6 million dollars by eliminating 3 street bridges for crossing over, with \$2 million to OID the city nets \$4 million in savings.

Mr. Kaiser added where we are in the project today is after years of work, countless hours, Council support and collaboration to get to this point. OID has had a huge part in this project as well as Mr. Forrester on both the city side and OID side. This is a good example of the strength of the city’s partnerships.

Mr. Scanlon went through the OID irrigation modernization project slide. The project has 11 elements which each has different benefits for each element. There will be benefits such as environmental improvements, water quality improvements, delivery efficiency, and reduction in lost water.

Mr. Forrester added to how this partnership has been a benefit for all and chances of this project happening would have been significantly less if it wasn’t for the partnership.

Councilor Smith agreed with Mr. Forrester and added that he had worked on this when he worked with the city and when Ironhorse tried to get this done before the city acquired the Barnes Butte property, it didn’t get anywhere.

**Councilor Howard made a motion to approve Resolution No. 1547. Motion seconded. No discussion on motion. All in favor, motion carried.**

**8. Resolution No. 1548 – Approving Internal Funding for Police Department Vehicles**  
– Steve Forrester / Lori Hooper

Mr. Forrester provided the background information for this resolution stating that Ms. Hooper, Finance Director explained the financial advantages well at the last meeting by funding internally, rather than obtaining funding from an outside source.

There were no questions.

**Councilor Hutchison made a motion to approve Resolution No. 1548. Motion seconded. No discussion on motion. All in favor, motion carried.**

**9. Resolution No. 1549 – Approving Intergovernmental Agreement with Crook County School District** – Jered Reid / Captain Seymour

Jered Reid, City Attorney provided the background information on the School Resource Officer agreement with the School District.

Mr. Forrester added that a lot of school districts have had to cut these positions due to funding, but our School District sees the importance of keeping a police presence at the school.

There were no questions.

**Councilor Merritt made a motion to approve Resolution No. 1549. Motion seconded. No discussion on motion. All in favor, motion carried.**

Councilor Merritt added that she has family in the education field and that it is very important to have a School Resource Officer on site and available to build relationships with the children.

**Visitors, Appearances and Requests:**

No one came forward.

**Adjourn**

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

Meeting adjourned at 7:46 P.M.

**Motions and Outcomes:**

Motion:	Outcome	Beebe	Howard	Hutchison	Law	Merritt	Smith	Uffelman
Consent Agenda	PASSED	Y	Y	Y	-	Y	Y	-
Adopt Council Goals	PASSED	Y	Y	Y	Y	Y	Y	-
Motion to contribute \$12,500.00 from Council funds to the Crook County Parks & Recreation Foundation.	PASSED	Y	Y	Y	Y	Y	Y	-
Resolution No. 1547 – Approving Funding Agreement Between City and Ochoco Irrigation District (OID) Regarding Combs Flat Road Improvements	PASSED	Y	Y	Y	Y	Y	Y	-
Resolution No. 1548 – Approving Internal Funding for Police Department Vehicles	PASSED	Y	Y	Y	Y	Y	Y	-
Resolution No. 1549 – Approving Intergovernmental Agreement with Crook County School District	PASSED	Y	Y	Y	Y	Y	Y	-
Adjourn Meeting	PASSED	Y	Y	Y	Y	Y	Y	-

Public Records Disclosure

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

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

March xx, 2023

Name  
Title  
Company  
Address  
Address 2  
Prineville, OR 97754

Dear Name:

In an effort to attract additional family-wage jobs and new investment in Crook County, Economic Development for Central Oregon (EDCO) has requested that the City of Prineville and Crook County approve redesignation of the existing Enterprise Zone in preparation for the June 30, 2023 expiration coming up.

**The attached maps and list of tax lots indicate which properties are included in this request.** The proposed Enterprise Zone boundary follows tax lot lines of properties with a commercial, industrial or mixed-use general plan designation, as well as those in Urban Growth Boundary (UGB) expansion areas that could be zoned commercial, industrial or mixed use as they are master planned and annexed.

State law requires that notification be sent to all affected taxing districts, in order to keep them informed of pending renewal of Enterprise Zones and to provide an opportunity to respond with comments.

The Enterprise Zone has been in place in Crook County since July 2012 and provides tax abatement for companies on new capital investment (building and equipment) or renovations to existing property for a standard length of three years, extended period of five years, or long-term period of seven to 15 years and requires the companies to create new jobs in the community. If a company fails to meet investment and job creation requirements during the exemption period, they will be disqualified and required to pay back the abated taxes to the Crook County Assessor's office.

**It's important to understand that the re-designation of the Crook County Enterprise Zone does NOT impact current tax revenue collections for any taxing district.** This request simply provides the opportunity for the zone to continue to be an economic tool in our toolbox, for use in developing existing employment lands and increasing family wage jobs in Crook County. The zone has also been an important tool for local job creation, as several Prineville companies have used the program since 2012, and helps Prineville and Oregon remain competitive vs. other states under consideration for projects.

**Economic Development  
for Central Oregon**  
PO Box 153  
Prineville, OR 97754  
Kelsey Lucas  
kelsey@edcoinfo.com  
(541) 213-3169  
edcoinfo.com



Please take the time to respond to this letter and the proposed re-designation of Crook County's Enterprise Zone program within 21 days. You may respond by email or mail to the addresses below, and your comments will be submitted into record and processed with the application to the State of Oregon.

If you have any questions about the Crook County Enterprise Zone renewal, please don't hesitate to call or email.

Thank you for your time and consideration,

*Kelsey Lucas*

**Kelsey Lucas**  
Prineville/Crook County Director  
Economic Development for Central Oregon (EDCO)  
541.213.3169 | [kelsey@edcoinfo.com](mailto:kelsey@edcoinfo.com)





# STAFF REPORT

**MEETING DATE:** 3/14/2023

**PREPARED BY:** Justin Severance

**SECTION:** Council Business

**DEPARTMENT:** Public Works

**CITY GOAL:** Fiscal Responsibility, Provide Quality Municipal Service & Programs

**SUBJECT:** Intent to Award Barnes Butte Multi-Use Trail Paving Project

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## REASON FOR CONSIDERATION:

Paving the trail at Barnes Butte Recreation Area in conjunction with Oregon Parks and Recreation Department (OPRD) Grant Agreement RT21-010.

## BACKGROUND:

The City of Prineville was awarded a grant from OPRD to construct approximately 3.7 miles of a multi-use trail at the Barnes Butte Recreation Area. The trail will provide connections between two large residential neighborhoods, the Barnes Butte Elementary School and a commercial area of the city. Total grant project cost is \$469,642.08 with a reimbursable amount of \$199,395.84. The remainder will be the City's grant match participation.

City staff have been prepping the new trail for paving to begin in April.

## FISCAL IMPACT:

We received six bids for the project, results are as follows:

K & L Industries	\$239,250
Tri County Paving	\$218,830
7 Peaks Paving	\$218,800
High Desert Aggregate	\$213,860
Knife River	\$209,380
Owens Asphalt LLC	\$199,190

## RECOMMENDATION:

Staff recommends Council approve the Intent to award the **Paving of the Barnes Butte Multi Use Trail Contract** to **Owens Asphalt LLC.**, in the amount of **\$199,190.00**

## **City Manager Update to Council**

**Council Meeting March 14, 2023**

### **Public Safety / Dispatch**

Our newest police recruit started this week and will be headed off to the academy in June. PD will be having Sergeant interviews in a couple of weeks. Chief Larry, Nikki and Captain Rob attended PD Leadership classes last week.

In Dispatch we are excited to have two new members AJ & Alexis in training now, and Sam is busy with the budget for Dispatch.

### **Public Works**

OID is now able to move forward with their project after Council approval last month. The Street Department assisted the Railroad in replacing two culverts that cross under the tracks. Just completed the new next five year paving schedule.

The water team is preparing for a waterline replacement project this spring of approximately 1,000 feet. The five year waterline replacement schedule has also been completed.

The team at the Wastewater Treatment Plant is finishing up the final design details on the chlorine conversion project which will greatly improve worker safety and reduce costs of treating effluent water. The Motorized Control Center (MCC) cabinet replacement project that Council recently approved should be completed this spring.

In the shop, James Blanchard has been busy with making repairs on equipment to get ready for projects coming up this spring and summer.

### **Rail Road**

The Rail Road activity remains steady and is gearing up for spring maintenance projects after some well deserved vacation schedules. Matt is keeping a watchful eye on the outcome of the recent rail accidents in other parts of the country. This will inevitably have some sort of an impact on the operations of railroads nationwide.

### **Meadow Lakes Golf**

The recent snow has slowed down play at Meadow Lakes. Ron's Comfort Food remains busy and has just extended their hours to gear up for the spring.

### **Airport**

Kelly attended the Airport Managers conference where he always comes back with valuable connections and information. The airport is currently working on a lease policy and Erickson's has slowed down the launching of their training program due to snow.



## **Planning**

The Planning Department is working on a lot of downtown improvement stuff with the Downtown Business Association who is also very busy. The second round of EV charging station bids were opened today and will likely come before Council on the 28<sup>th</sup>.

**Human Resources** – Nothing to report.

## **Information Technology**

IT is wrapping up the migration to Office 365 for the entire city and is chipping away at their open tickets for service requests. They are gearing up for all of the spring maintenance projects.

## **Finance**

Budget, Budget, Budget and more Budget.....

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

**City Legal** – No Update

## **EDCO**

Nothing to report after EDCO's scheduled presentation.

## **Public Relations**

There will be some media coverage regarding Officer Landon Nesbitt lifesaving maneuver at the academy which Council recognized at the last meeting. We will forward the coverage out to council when it becomes available.

## **Mayor/Council**

There is still time to register for the League of Oregon Cities Spring Conference in April. The LOC annual fall conference is scheduled for October this year in Eugene. Staff is still trying to coordinate dates that will work for all Council members to participate in the Strategic Priorities workshop with Jillian Taylor, to have 100% attendance at least for the first workshop.

**Other** – No Update

*City of Prineville, Oregon  
Financial Report  
Second Quarter Ended December 31, 2022*





**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 six, are comparisons of actual to budgeted amounts, and narrative explaining results and highlights for the quarter. The biennial budget comparison to actual is highlighted in blue in each of the funds. Annual budget estimates for FY 23 reflect the estimated budgeted amount left after taking out FY 22 amounts. The quarter budget estimates have been allocated proportionally of the fiscal year budget (25 percent). The financial information presented is unaudited.

Current Quarter Quarter budget estimates allocated at 25 percent of the fiscal year budget compared to actual			Year to Date Fiscal year 2023 remaining biennial budget after fiscal year 2022 amounts have been taken out compared to actual				Biennial budget comparison to actual		
Current Quarter		Quarter	Year to Date		Annual Est.	Annual Est.	Biennial		
Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Budget %	Budget Balance	Budget	Budget %	Biennial Budget Remaining Balance

During the second quarter ending December 31, 2022, the City’s financial condition increased by approximately \$11.2 million. Funds with significant decreases in fund balance include Transportation, Water SDC Fund, Building Facilities and the Public Works Fund. Funds with a significant increased to fund balance include the General Fund, Emergency Dispatch, the Transportation SDC Fund, and Airport. Grant revenue and property tax collections are the largest contributors to the increase in the City’s financial condition through the second quarter.

General Fund revenues came in at roughly 81 percent of the annual budget or \$6.2 million. Property tax revenue is at 97 percent of the annual budget with \$2.5 million coming in during the second quarter. Transient lodging taxes are up in comparison to the prior year by roughly \$17,000. Franchise fees are at roughly 43 percent of the annual budget with collection up approximately \$143,000 in comparison to the prior year at quarter end. Electrical franchise fees are up in comparison to the prior year roughly \$119,000, due to two data center buildings coming on line this summer.

The Transportation’s fund balance decreased roughly 437,000 or -78 percent through quarter end. This is anticipated with the timing in which street projects are completed versus the timing in which revenue for the fund is received. State gas tax collection came in at roughly \$560,000 and is up approximately \$35,000 over the prior year quarter end. Capital improvements during the second quarter are largely associated with the transit grant and roundabout lighting.

In Emergency Dispatch, fund balance increased approximately \$410,000 or 57 percent at quarter end. Dispatch continued to be short staffed through the second quarter with four open positions looking to be filled. Personnel services are at 30 percent of the annual budget. Revenue collection through the second quarter was at roughly 51 percent of the annual budget.

December 31, 2022

In the SDC funds, ending fund balance decreased in both the Water SDC and Wastewater SDC Funds. Both the Water and Wastewater master plans are underway and during the second quarter SDC reimbursement transfers and administration fee transfers were completed. In Transportation SDC the fund balance increased roughly \$9.6 million with the County turning over the \$9.4 million for the Peters Road / Combs Flat extension project and the \$500,000 for the Peters and Main intersection safety improvement project, both allocated from HB 5006. SDC collection during the second quarter was associated with roughly 10 housing starts and one commercial development.

In the Railroad Fund, operational revenue comparisons to the prior year show revenues are down roughly -7 percent. Significant decreases are in the railroad operations, while the freight depot operations are up 20 percent. Overall operating expenditures are up in comparison to the prior year approximately 21 percent with increases in property insurance, track supplies, signal maintenance and the repairing of one of the garage doors at the freight depot. Fund balance decreased roughly \$59,000 or -5 percent at quarter end.

In the Airport Fund, fund balance increased approximately \$164,000 through the second quarter. Operating revenues are up roughly 12 percent with operating expenses down -4 percent in comparison to the prior year. Fuel sales are up in comparison to the prior year by roughly 9 percent with increased fuel prices. Fuel inventory at quarter end totaled approximately \$107,000. Overall use of the airport has increased over the last year roughly 20 percent with the increased activity largely being associated with flight training. Hangar occupancy remains at 100 percent full and ramp occupancy is roughly at 20- 30 percent depending on weather. During the second quarter the annual hangar leases were billed.

Meadow Lakes Golf shows an increase in fund balance at quarter end of approximately \$144,000 or 19 percent. Operating revenue for the golf course is up in comparison to the prior year roughly 6 percent. Rounds of golf are down in comparison to the prior year with the golf course closed a little less than half the second quarter due to snow. Golf course operating expenditures are up approximately 1 percent and maintenance expenditures are up roughly 28 percent over the prior year. The maintenance increase can largely be attributed to personnel costs, gas increases and needed golf course and pond maintenance.

In the Administration and Financial Support Services the fund balance decreased roughly -11 percent with Information Technology coming in at roughly 54 percent of the annual budget. This is largely due to upgrades to 911 infrastructure and 911 user equipment that continued from the prior year, through the second quarter. All other departments in the Administration Fund are under budget at second quarter end.

Through the second quarter the Building Facilities Fund balance decreased approximately \$190,000 or -19 percent. This decrease can largely be attributed to the lump sum pay off of debt of roughly \$460,000 for the Barnes Butte property during the first quarter. All departments are running below budget at quarter end with the exception of the Barnes Butte Department due to the debt payoff. The Barnes Butte Department was the only department with capital expenditures during the second quarter with the Parks Master Plan and trail paving taking place.

December 31, 2022

Other funds are as anticipated at 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,  
Finance Director



*Plaza in December 2022*



**All City Funds**

Fund	Budgeted	Actual Audited	Current	Current	Ending	Change	Percentage
	Beginning Fund Balance	Beginning Fund Balance	Year Resources	Year Expenditures	Fund Balance	in Fund Balance	Change in Fund Balance
General	\$ 2,457,879	\$ 2,421,184	\$ 6,243,005	\$ 4,943,678	\$ 3,720,510	\$ 1,299,326	54%
Transportation	293,392	562,528	950,165	1,387,491	125,203	(437,325)	-78%
Emergency Dispatch	318,126	722,240	1,154,044	744,191	1,132,094	409,854	57%
Planning	95,920	194,341	241,629	201,967	234,003	39,662	20%
Transportation SDC	477,045	1,315,972	10,503,062	910,828	10,908,205	9,592,233	729%
Water SDC	723,459	251,333	203,959	243,508	211,784	(39,549)	-16%
Wastewater SDC	157,060	218,410	95,617	120,649	193,378	(25,032)	-11%
PERS / POB	1,567,918	1,575,757	226,018	31,648	1,770,128	194,371	12%
Railroad	1,217,660	1,225,724	446,650	505,603	1,166,771	(58,953)	-5%
Airport	33,936	70,551	670,010	505,784	234,776	164,225	233%
Water	994,618	2,006,747	2,105,648	2,186,136	1,926,259	(80,488)	-4%
Wastewater	2,072,424	2,401,067	2,266,942	1,898,861	2,769,149	368,082	15%
Golf Course and Restaurant	561,625	754,036	848,764	705,199	897,601	143,565	19%
Administration and Financial Services	534,849	536,969	1,596,690	1,655,169	478,490	(58,479)	-11%
Building Facilities	577,928	1,026,217	558,451	748,563	836,105	(190,112)	-19%
Plaza Maintenance	14,602	32,563	9,022	4,112	37,473	4,910	15%
Public Works Support Services	370,738	554,962	1,055,748	1,141,796	468,914	(86,048)	-16%
Totals	\$ 12,469,179	\$ 15,870,601	\$29,175,423	\$ 17,935,182	\$ 27,110,842	\$11,240,241	71%



Crook County High School Parade in October 2022

### ***General Fund***

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

Overall revenue collection through the second quarter is at approximately \$6.2 million or 81 percent of the annual budget. Property tax revenue is roughly 97 percent of the annual budget at quarter end and is as anticipated with property taxes due in November. Transient lodging taxes are up in comparison to the prior year by roughly \$17,000. Franchise fees are at roughly 43 percent of the annual budget with overall collection up approximately \$143,000 over prior year. Electrical franchise fees are up in comparison to the prior year at quarter end roughly \$119,000 with two data center buildings coming online this summer.

Police spending through the second quarter was at approximately 47 percent of the annual budget. Personnel services are at roughly 54 percent of the annual budget with overtime at roughly 69 percent of the annual budget. The Police Department, partnered with the Crook County Sheriff’s Department, put on their fourth annual Shop with a Cop program (pictured below).

Non-Departmental is at roughly 63 percent of the annual budget. Significant expenditures in Non- Departmental through the second quarter included \$392,000 for the Prineville Renewable Energy Project (PREP), \$100,000 for the annual airport support, \$92,000 for the CDBG – housing rehab program and \$113,000 in transient lodging taxes to the chamber of commerce.

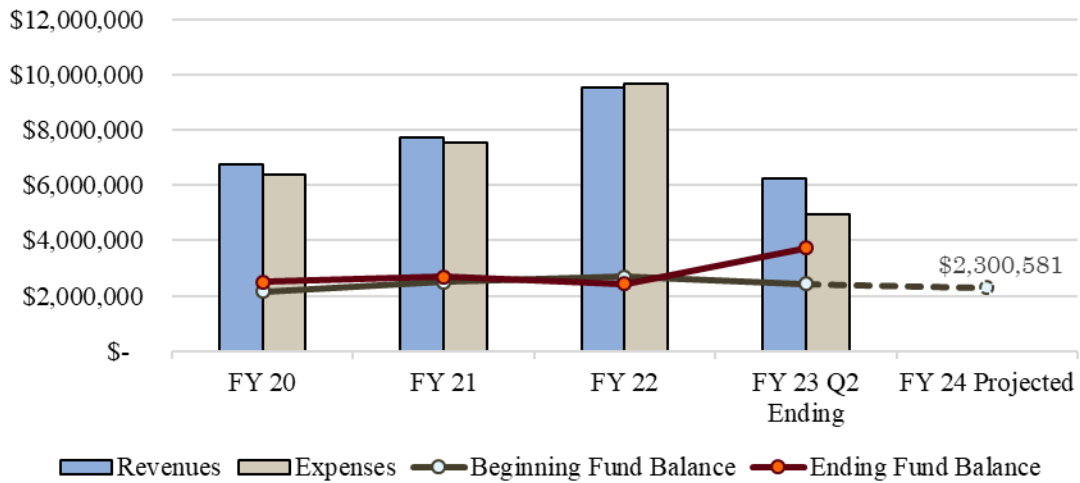


*Shop with a Cop event took place during the second quarter in December 2022.*

**General Fund – Continued**

Overall, the General Fund realized an increase in fund balance of roughly \$1.3 million or 54 percent through the second quarter. This was anticipated with \$2.52 million in property tax revenue coming in the second quarter. Fund balance trends for the General Fund are shown below. The beginning fund balance for FY 24 is projected to be approximately \$2.3 million.

Revenue, Expense and Fund Balance Trends - General Fund



	Current Quarter			Year to Date				Biennial Budget	Biennial Actual to Date	Biennial Budget %	Biennial Budget Remaining
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Balance				
<b>Revenue</b>											
Property taxes	\$ 649,250	\$ 2,510,288	387%	\$ 2,597,000	\$ 2,524,645	97%	\$ 72,355	\$ 5,160,000	\$ 5,087,664	99%	\$ 72,336
Transient lodging tax	44,625	122,719	275%	178,500	302,026	169%	(123,526)	700,000	823,477	118%	(123,477)
Franchise fees	1,001,925	868,153	87%	4,007,700	1,728,303	43%	2,279,397	7,834,400	5,555,010	71%	2,279,390
Licenses and permits	2,475	558	23%	9,900	3,712	37%	6,188	15,900	9,692	61%	6,208
Intergovernmental revenues	74,725	141,031	189%	298,900	1,500,600	502%	(1,201,700)	1,987,800	3,361,483	169%	(1,373,683)
Charges for services	55,400	-	-	221,600	-	-	221,600	400,000	178,366	45%	221,634
Interest	1,750	17,217	984%	7,000	24,900	356%	(17,900)	20,000	38,014	190%	(18,014)
Miscellaneous	65,125	22,694	35%	260,500	45,063	17%	215,437	706,000	490,627	69%	215,373
Transfers	37,500	113,757	303%	150,000	113,757	76%	36,243	280,000	243,757	87%	166,243
<b>Total revenue</b>	<b>\$ 1,932,775</b>	<b>\$ 3,796,417</b>	<b>196%</b>	<b>\$ 7,731,100</b>	<b>\$ 6,243,005</b>	<b>81%</b>	<b>\$ 1,488,095</b>	<b>\$ 17,104,100</b>	<b>\$ 15,788,090</b>	<b>92%</b>	<b>\$ 1,446,010</b>
<b>Expenditures</b>											
Police	\$ 1,948,250	1,676,622	86%	\$ 7,793,000	\$ 3,684,987	47%	4,108,013	\$ 13,598,400	\$ 9,490,064	70%	\$ 4,108,336
Non-departmental	500,125	507,122	101%	2,000,500	1,258,692	63%	741,809	5,870,800	5,128,987	87%	741,813
Contingency				395,479				395,479			
<b>Total expenditures</b>	<b>\$ 2,448,375</b>	<b>\$ 2,183,744</b>	<b>89%</b>	<b>\$ 10,188,979</b>	<b>\$ 4,943,678</b>	<b>49%</b>	<b>\$ 4,849,822</b>	<b>\$ 19,864,679</b>	<b>\$ 14,619,051</b>	<b>74%</b>	<b>\$ 4,850,149</b>
<b>Revenue over (under) expenditures</b>	<b>(515,600)</b>	<b>1,612,673</b>	<b>67%</b>	<b>(2,457,879)</b>	<b>1,299,326</b>	<b>54%</b>	<b>\$ (3,361,726)</b>	<b>(2,760,579)</b>			
<b>Beginning fund balance</b>	<b>2,457,879</b>	<b>2,421,184</b>	<b>99%</b>	<b>2,457,879</b>	<b>2,421,184</b>	<b>99%</b>		<b>2,760,579</b>			
<b>Ending fund balance</b>	<b>\$ 1,942,279</b>	<b>\$ 4,033,857</b>	<b>208%</b>	<b>\$ -</b>	<b>\$ 3,720,510</b>	<b>-</b>		<b>\$ -</b>			



**Transportation Fund**

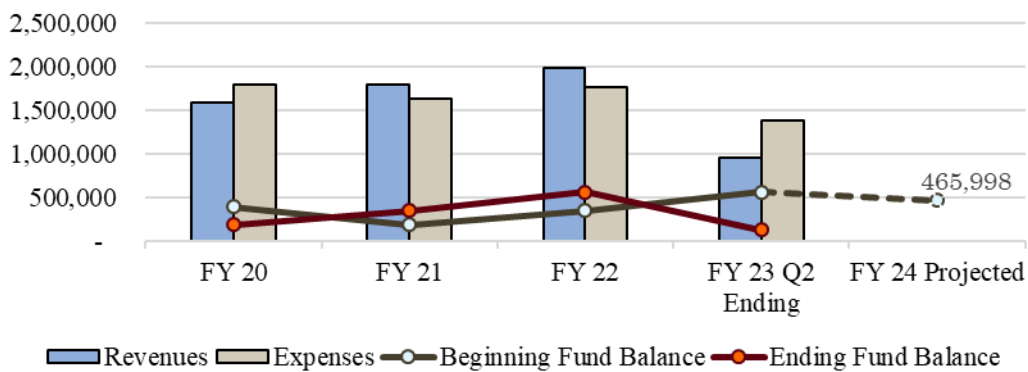
The Transportation Fund accounts for the operation and maintenance of the City’s streets, bike lanes, and sidewalk systems. Principal sources of revenue are state gas taxes allocated to cities, permits, and interest. Principal expenditures are for public works staff, patching, painting, slurry seals,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

Revenue for the Transportation Fund through the second quarter is at approximately 50 percent of the annual budget. Intergovernmental revenue collection is at 51 percent of the annual budget with roughly \$560,000 coming in for gas taxes through the second quarter. State gas tax collection is up approximately \$35,000 over the prior year at quarter end.

Expenditures through the second quarter are at approximately 63 percent of annual budget. Second quarter capital expenses were largely associated with the transit grant and the roundabout lighting with the Second Street storm water improvement project and the 2022 street rehabilitation project being completed during the first quarter. Capital outlay expenses are roughly 88 percent of the annual budget. Personnel services are at 47 percent of the annual budget with overtime at 10 percent.

Fund balance decreased roughly \$437,000 through the second quarter with capital improvement projects and the timing in which revenue is received being the major contributing factor to the decrease. Fund balance is expected to recover prior to yearend. Below are beginning fund balance trends for the Transportation Fund. FY 24 projected beginning fund balance for the Transportation Fund is roughly \$466,000.

Revenue, Expense and Fund Balance Trends - Transportation Fund



**Transportation Fund - continued**

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget to Date	Biennial Budget %	Biennial Budget Remaining
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance				
<b>Revenue</b>											
Franchise fees	\$ 92,250	\$ 88,250	96%	\$ 369,000	\$ 176,500	48%	\$ 192,500	\$ 709,000	\$ 516,500	73%	\$ 192,500
Intergovernmental	275,000	298,185	108%	1,100,000	559,927	51%	540,073	2,116,700	1,776,684	84%	340,016
Transfers	100,000	100,000	100%	400,000	200,000	50%	200,000	800,000	600,000	75%	200,000
Interest	1,750	1,714	98%	7,000	3,684	53%	3,316	2,000	6,920	346%	(4,920)
Miscellaneous	8,350	5,887	71%	33,400	10,055	30%	23,345	38,000	39,193	103%	(1,193)
<b>Total revenue</b>	<b>\$ 477,350</b>	<b>\$ 494,037</b>	<b>103%</b>	<b>\$ 1,909,400</b>	<b>\$ 950,165</b>	<b>50%</b>	<b>\$ 959,235</b>	<b>\$ 3,665,700</b>	<b>\$ 2,939,297</b>	<b>80%</b>	<b>\$ 726,403</b>
<b>Expenditures</b>											
Personnel services	\$ 68,700	\$ 63,196	92%	\$ 274,800	\$ 128,568	47%	146,232	\$ 568,300	\$ 422,045	74%	\$ 146,255
Material and services	92,325	28,380	31%	369,300	167,208	45%	202,092	606,300	404,180	67%	202,120
Capital outlay											
Improvements	236,650	32,852	14%	946,600	828,715	88%	117,885	1,679,200	1,561,228	93%	117,972
Transfers	131,500	131,500	100%	526,000	263,000	50%	263,000	1,035,500	772,500	75%	263,000
Contingency				86,092				86,093			
<b>Total expenditures</b>	<b>\$ 529,175</b>	<b>\$ 255,929</b>	<b>48%</b>	<b>\$ 2,202,792</b>	<b>1,387,491</b>	<b>63%</b>	<b>\$ 729,209</b>	<b>\$ 3,975,393</b>	<b>\$ 3,159,952</b>	<b>79%</b>	<b>\$ 729,348</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (51,825)</b>	<b>\$ 238,108</b>	<b>42%</b>	<b>\$ (293,392)</b>	<b>\$ (437,325)</b>	<b>-78%</b>	<b>\$ 230,025</b>	<b>\$ (309,693)</b>			
<b>Beginning fund balance</b>	293,392	562,528	192%	293,392	562,528	192%		309,693			
<b>Ending fund balance</b>	<b>\$ 241,567</b>	<b>\$ 800,636</b>	<b>331%</b>	<b>\$ -</b>	<b>\$ 125,203</b>	<b>-</b>		<b>\$ -</b>			



*Elm and Second Street in October 2022*

**Emergency Dispatch Fund**

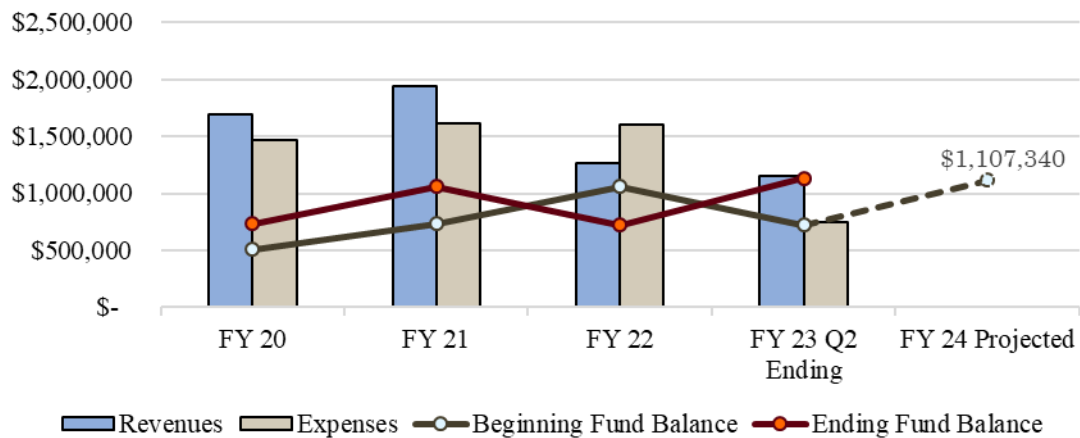
This fund accounts for the Emergency Dispatch operation. The operation provides dispatching and records management services for the public safety departments serving the Crook County area, with the exception of the State Police. The primary revenue sources are payments by users for services provided,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

Revenue collection for the Emergency Dispatch fund was approximately \$1.15 million or 51 percent of the annual budget at quarter end. Intergovernmental revenue collection through the second quarter was at roughly \$768,000 with E-911 funds down over the prior year at quarter end roughly \$10,000 with a decrease in Oregon Emergency Management funds for maintenance reimbursements.

Expenditures are at approximately \$744,000 or 29 percent of the annual budget. Personnel services are 30 percent of the annual budget or approximately \$479,000 with overtime coming in at roughly 47 percent of the annual budget. Dispatch continued to be short staffed through the second quarter, with four open positions looking to be filled at the end of the quarter.

Fund balance increased roughly \$410,000 or 57 percent through the second quarter. The projected fund balance for FY 24 is \$1.11 million with the continued savings in personnel services.

Revenue, Expense and Fund Balance Trends - Emergency Dispatch Fund



**Emergency Dispatch Fund - Continued**

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget to Date	Biennial Budget %	Biennial Budget Remaining
	Budget Est.	Actual	Quarter Budget %	Budget Est.	Actual	Budget %	Annual Est. Annual Est. Budget Balance				
<b>Revenue</b>											
Intergovernmental	\$ 378,625	\$ 293,369	77%	\$ 1,514,500	\$ 768,194	51%	\$ 746,306	\$ 2,033,500	\$ 1,711,078	84%	\$ 322,422
Miscellaneous	325	-	-	1,300	-	-	1,300	8,000	6,754	84%	1,246
Interest	1,925	5,337	277%	7,700	7,800	101%	(100)	12,000	12,044	100%	(44)
Transfers from other funds	189,025	189,025	100%	756,100	378,050	50%	378,050	1,070,400	692,350	65%	378,050
<b>Total revenue</b>	<b>\$ 569,900</b>	<b>\$ 487,732</b>	<b>86%</b>	<b>\$ 2,279,600</b>	<b>\$ 1,154,044</b>	<b>51%</b>	<b>\$ 1,125,556</b>	<b>\$ 3,123,900</b>	<b>\$ 2,422,225</b>	<b>78%</b>	<b>\$ 701,675</b>
<b>Expenditures</b>											
Personnel services	\$ 398,450	\$ 221,947	56%	\$ 1,593,800	\$ 478,876	30%	1,114,924	\$ 2,565,700	\$ 1,450,727	57%	\$ 1,114,973
Material and services	82,500	58,616	71%	330,000	162,565	49%	167,435	630,000	462,502	73%	167,498
Capital outlay											
Equipment	32,950	-	-	131,800	-	-	131,800	270,000	138,177	51%	131,823
Transfers	51,375	51,375	100%	205,500	102,750	50%	102,750	401,000	298,250	74%	102,750
Contingency				336,626				336,626			
<b>Total expenditures</b>	<b>\$ 565,275</b>	<b>\$ 331,938</b>	<b>59%</b>	<b>\$ 2,597,726</b>	<b>\$ 744,191</b>	<b>29%</b>	<b>\$ 1,516,909</b>	<b>\$ 4,203,326</b>	<b>\$ 2,349,656</b>	<b>56%</b>	<b>\$ 1,517,044</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 4,625</b>	<b>\$ 155,794</b>	<b>22%</b>	<b>\$ (318,126)</b>	<b>\$ 409,854</b>	<b>57%</b>	<b>\$ (391,354)</b>	<b>\$ (1,079,426)</b>			
<b>Beginning fund balance</b>	<b>318,126</b>	<b>722,240</b>	<b>227%</b>	<b>318,126</b>	<b>722,240</b>	<b>227%</b>		<b>1,079,426</b>			
<b>Ending fund balance</b>	<b>\$ 322,751</b>	<b>\$ 878,034</b>	<b>272%</b>	<b>\$ -</b>	<b>\$ 1,132,094</b>	<b>-</b>		<b>\$ -</b>			



Emergency dispatching center

**Planning Fund**

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

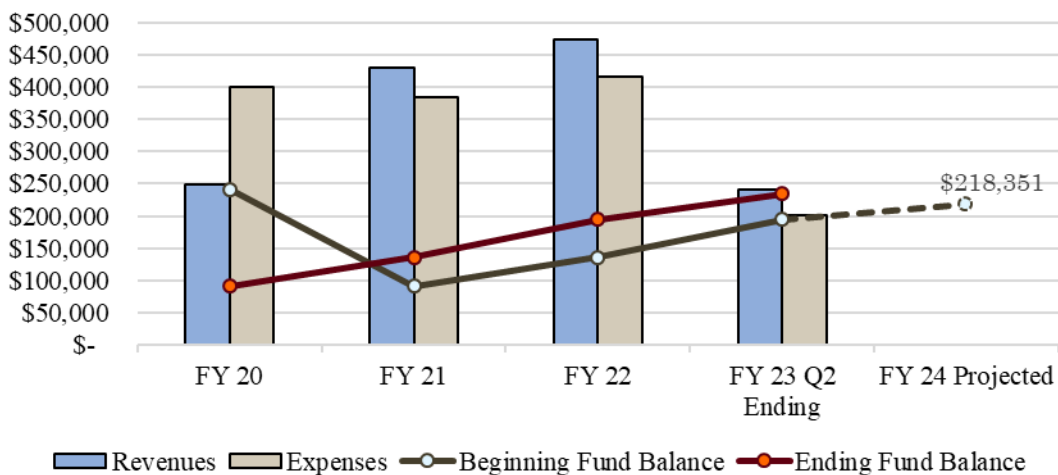
Overall revenue collection through the second quarter came in at approximately \$242,000 or 54 percent of the annual budget. Revenue collection for the licenses and permits are at approximately 63 percent of the annual budget and are up roughly \$8,000 in comparison to the prior year at quarter end. Charges for services are at 77 percent of the annual budget with the semi-annual distribution of the SDC admin fee.

Development continued through the second quarter which included the collection of SDC's for roughly 10 residential starts and one commercial development. During the second quarter, development at the Ochoco Mill site continued with the prospects of a multi-family development of approximately 300 units working through the permitting process.

Expenditures are at approximately \$202,000 or 37 percent of the annual budget at quarter end with both personnel services and material and services tracking below budget.

Fund balance increased roughly \$40,000 through the second quarter. Fund balance is projected to be at approximately \$218,000 for the beginning of FY 24.

Revenue, Expense and Fund Balance Trends - Planning Fund





**Planning Fund – Continued**

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget to Date	Biennial Budget %	Biennial Budget Remaining
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Balance				
<b>Revenue</b>											
Licenses and permits	\$ 12,500	\$ 14,486	116%	\$ 50,000	\$ 31,519	63%	\$ 18,481	\$ 80,000	\$ 100,551	126%	\$ (20,551)
Intergovernmental	2,000	2,488	124%	8,000	2,488	31%	5,512	10,000	4,491	45%	5,510
Charges for services	8,150	20,091	247%	32,600	25,024	77%	7,576	55,600	77,413	139%	(21,813)
Interest	250	1,551	620%	1,000	2,598	260%	(1,598)	2,000	3,720	186%	(1,720)
Transfers from other funds	90,000	90,000	100%	360,000	180,000	50%	180,000	710,000	530,000	75%	180,000
<b>Total revenue</b>	<b>\$ 112,900</b>	<b>\$ 128,615</b>	<b>114%</b>	<b>\$ 451,600</b>	<b>\$ 241,629</b>	<b>54%</b>	<b>\$ 209,971</b>	<b>\$ 857,600</b>	<b>\$ 716,174</b>	<b>84%</b>	<b>\$ 141,426</b>
<b>Expenditures</b>											
Personnel services	\$ 68,925	\$ 70,089	102%	\$ 275,700	\$ 126,867	46%	\$ 148,833	\$ 546,900	\$ 398,049	73%	\$ 148,851
Material and services	18,350	4,875	27%	73,400	8,000	11%	65,400	88,600	23,228	26%	65,372
Transfers	33,550	33,550	100%	134,200	67,100	50%	67,100	263,500	196,400	75%	67,100
Contingency				64,220				64,220			
<b>Total expenditures</b>	<b>\$ 120,825</b>	<b>\$ 108,514</b>	<b>90%</b>	<b>\$ 547,520</b>	<b>\$ 201,967</b>	<b>37%</b>	<b>\$ 281,333</b>	<b>\$ 963,220</b>	<b>\$ 617,676</b>	<b>64%</b>	<b>\$ 281,324</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (7,925)</b>	<b>\$ 20,101</b>	<b>10%</b>	<b>\$ (95,920)</b>	<b>\$ 39,662</b>	<b>20%</b>	<b>\$ (71,362)</b>	<b>\$ (105,620)</b>			
<b>Beginning fund balance</b>	95,920	194,341	203%	95,920	194,341	203%		105,620			
<b>Ending fund balance</b>	<b>\$ 87,995</b>	<b>\$ 214,442</b>	<b>244%</b>	<b>\$ -</b>	<b>\$ 234,003</b>	<b>-</b>		<b>\$ -</b>			



*Josh Smith, Planning Director and Casey Kaiser, Public Works Director, heading to the League of Oregon Cities award ceremonies on October 2022*

**Transportation SDC Fund**

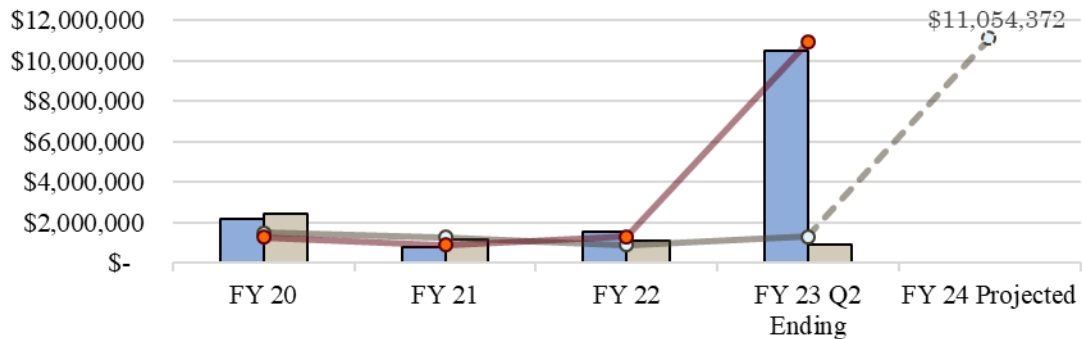
This fund accounts for the collection and expenditure of transportation system development charges. The primary revenue source is SDC's. Expenditures are for qualified capital improvement projects and related costs.

Revenue collection for the Transportation SDC fund is at approximately \$10.5 million through the second quarter. SDC collection is roughly \$556,000 or 87 percent of the annual budget with roughly 10 residential starts and one commercial development paying SDC's in the second quarter. Intergovernmental revenue collected during the second quarter, totaling \$9.4 million is earmarked for the Combs Flat extension to Peters Road.

Expenditures at quarter end were largely associated with acquisition of the right of way for the Peters and Main intersection safety improvement project and the SDC administrative fee distribution.

Fund balance increased roughly \$9.6 million through the second quarter, largely due to the grant of \$9.4 million collected for the Combs Flat extension to Peters Road project.

Revenue, Expense and Fund Balance Trends - Transportation SDC Fund



Legend: Revenues (blue bar), Expenses (grey bar), Beginning Fund Balance (grey line with circle), Ending Fund Balance (red line with circle)

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget to Date	Biennial Budget %	Biennial Budget Remaining
	Budget Est.	Actual	Budget %	Budget Est.	Actual	Budget %	Annual Est. Budget Balance				
<b>Revenue</b>											
Intergovernmental	\$ 125,000	\$ 9,400,000	7520%	\$ 500,000	\$ 9,900,000	1980%	\$ (9,400,000)	\$ 1,400,000	\$ 10,800,000	771%	\$ (9,400,000)
Miscellaneous	212,500	-	-	850,000	-	-	850,000	300,000	50,000	17%	250,000
Interest	6,349	40,656	640%	25,395	47,112	186%	(21,717)	8,000	50,982	637%	(42,982)
Transfers	37,500	-	-	150,000	-	-	150,000	150,000	-	0%	150,000
System development charges	159,325	405,450	254%	637,300	555,949	87%	81,351	900,000	1,148,697	128%	(248,697)
<b>Total revenue</b>	<b>\$ 540,674</b>	<b>\$ 9,846,105</b>	<b>1821%</b>	<b>\$ 2,162,695</b>	<b>\$ 10,503,062</b>	<b>486%</b>	<b>\$ (8,340,367)</b>	<b>\$ 2,758,000</b>	<b>\$ 12,049,679</b>	<b>437%</b>	<b>\$ (9,291,679)</b>
<b>Expenditures</b>											
Material and services	\$ 4,425	\$ -	-	\$ 17,700	\$ -	-	\$ 17,700	\$ 20,000	\$ 2,233	11%	\$ 17,767
Capital outlay											
Improvements	576,899	864,281	150%	2,307,596	884,370	38%	1,423,226	3,400,000	1,976,775	58%	1,423,225
Transfers	11,175	26,458	237%	44,700	26,458	59%	18,242	75,000	56,747	76%	18,253
Contingency				269,744				269,745			
<b>Total expenditures</b>	<b>\$ 592,499</b>	<b>\$ 890,739</b>	<b>150%</b>	<b>\$ 2,639,740</b>	<b>\$ 910,828</b>	<b>35%</b>	<b>\$ 1,459,168</b>	<b>\$ 3,764,745</b>	<b>\$ 2,035,755</b>	<b>54%</b>	<b>\$ 1,459,245</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (51,825)</b>	<b>\$ 8,955,366</b>	<b>681%</b>	<b>\$ (477,045)</b>	<b>\$ 9,592,233</b>	<b>729%</b>	<b>\$ (9,799,534)</b>	<b>\$ (1,006,745)</b>			
<b>Beginning fund balance</b>	<b>477,045</b>	<b>1,315,972</b>	<b>276%</b>	<b>477,045</b>	<b>1,315,972</b>	<b>276%</b>		<b>1,006,745</b>			
<b>Ending fund balance</b>	<b>\$ 425,220</b>	<b>\$ 10,271,338</b>	<b>2416%</b>	<b>\$ -</b>	<b>\$ 10,908,205</b>	<b>-</b>		<b>\$ -</b>			

**Water SDC Fund**

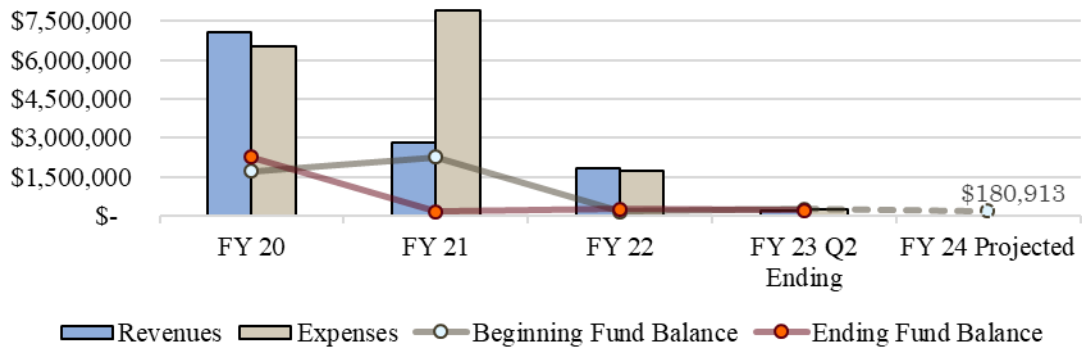
This fund accounts for the collection and expenditure of water system development charges. The primary revenue source is SDC's. Expenditures are for qualified capital improvement projects and related costs.

Revenue through the second quarter is at approximately \$204,000 or 9 percent of the annual budget. second quarter revenues are largely associated with the collection of SDC's with roughly 10 housing starts and one commercial development that paid SDC's in the second quarter.

Expenditures are at roughly \$244,000 through the second quarter and are largely associated with the exploratory well project, the master plan update and the SDC distribution.

At second quarter end, fund balance decreased roughly \$40,000. FY 24 beginning fund balance is anticipated to be roughly \$181,000.

Revenue, Expense and Fund Balance Trends - Water SDC Fund



	Current Quarter			Year to Date				Biennial Budget	Biennial Budget to Date	Biennial Budget %	Biennial Budget Remaining
	Budget Est.	Actual	Budget %	Budget Est.	Actual	Budget %	Annual Est. Budget Balance				
<b>Revenue</b>											
Interest	\$ 450	\$ 1,684	374%	\$ 1,800	\$ 5,337	297%	\$ (3,537)	\$ 4,000	\$ 8,451	211%	\$ (4,451)
System development charges	177,425	70,910	40%	709,700	198,622	28%	511,078	1,300,000	788,957	61%	511,043
Transfers	300,000	-	-	-	-	-	-	1,200,000	1,200,000	0%	-
Miscellaneous	-	-	-	-	-	-	-	-	41,782	-	(41,782)
Intergovernmental	375,000	-	-	1,500,000	-	-	1,500,000	1,500,000	-	0%	1,500,000
<b>Total revenue</b>	<b>\$ 852,875</b>	<b>\$ 72,594</b>	<b>9%</b>	<b>\$ 2,211,500</b>	<b>\$ 203,959</b>	<b>9%</b>	<b>\$ 507,541</b>	<b>\$ 4,004,000</b>	<b>\$ 2,039,190</b>	<b>51%</b>	<b>\$ 1,964,810</b>
<b>Expenditures</b>											
Capital outlay											
Improvements	\$ 465,200	\$ 129,454	28%	\$ 1,860,800	\$ 209,241	11%	\$ 1,651,559	\$ 3,145,000	\$ 1,493,407	47%	\$ 1,651,593
Transfers	120,950	34,266	28%	483,800	34,266	7%	449,534	947,200	497,652	53%	449,548
Contingency	-	-	-	590,359	-	-	-	590,359	-	-	-
<b>Total expenditures</b>	<b>\$ 586,150</b>	<b>\$ 163,720</b>	<b>28%</b>	<b>\$ 2,934,959</b>	<b>\$ 243,508</b>	<b>8%</b>	<b>\$ 2,101,092</b>	<b>\$ 4,682,559</b>	<b>\$ 1,991,059</b>	<b>43%</b>	<b>\$ 2,101,141</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 266,725</b>	<b>\$ (91,126)</b>	<b>-36%</b>	<b>\$ (723,459)</b>	<b>\$ (39,549)</b>	<b>-16%</b>	<b>\$ (1,593,551)</b>	<b>\$ (678,559)</b>			
<b>Beginning fund balance</b>	723,459	251,333	35%	723,459	251,333	35%		678,559			
<b>Ending fund balance</b>	<b>\$ 990,184</b>	<b>\$ 160,207</b>	<b>16%</b>	<b>\$ -</b>	<b>\$ 211,784</b>	<b>-</b>		<b>\$ -</b>			



**Wastewater SDC Fund**

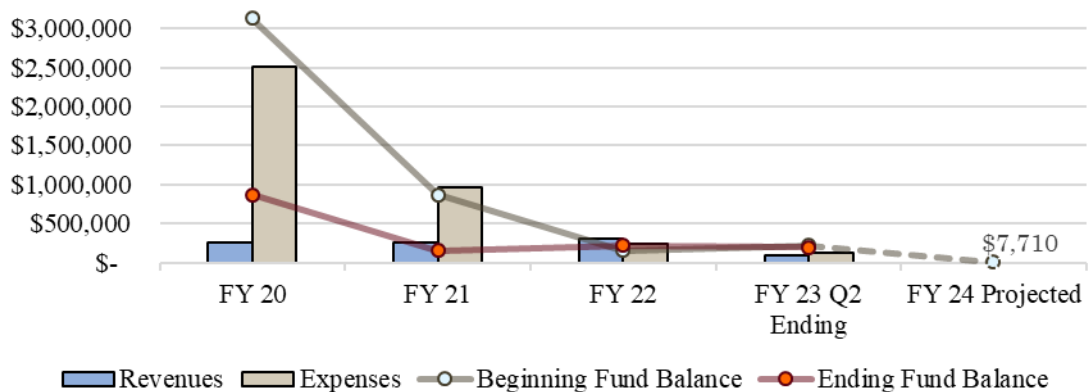
This fund accounts for the collection and expenditure of wastewater system development charges. The primary revenue source is SDC's. Expenditures are for qualified capital improvement projects and related costs.

Revenue through the second quarter came in at approximately \$96,000 or 27 percent of the annual budget. Second quarter revenue can largely be attributed to SDC collection from roughly 10 housing starts and one commercial development that paid SDC's in the second quarter.

Expenses through the second quarter are at roughly 24 percent of the annual budget. Second quarter expenses are largely from capital improvements associated with the master plan update and the water reuse project.

Fund balance decreased roughly \$25,000 or -11 percent.

Revenue, Expense and Fund Balance Trends - Wastewater SDC Fund



	Current Quarter			Year to Date				Biennial Budget	Biennial Budget to Date	Biennial Budget %	Biennial Budget Remaining
	Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance				
<b>Revenue</b>											
Interest	\$ 750	\$ 1,443	192%	\$ 3,000	\$ 2,387	80%	\$ 613	\$ 4,000	\$ 3,565	89%	\$ 435
System development charges	87,275	35,484	41%	349,100	93,230	27%	255,870	640,000	400,044	63%	239,956
<b>Total revenue</b>	<b>\$ 88,025</b>	<b>\$ 36,927</b>	<b>42%</b>	<b>\$ 352,100</b>	<b>\$ 95,617</b>	<b>27%</b>	<b>\$ 256,483</b>	<b>\$ 644,000</b>	<b>\$ 403,609</b>	<b>63%</b>	<b>\$ 240,391</b>
<b>Expenditures</b>											
Material and services	\$ 4,725	\$ 9,500	201%	\$ 18,900	\$ 12,028	64%	\$ 6,872	\$ 20,000	\$ 13,059	65%	\$ 6,941
Capital outlay											
Improvements	61,700	18,406	30%	246,800	44,001	18%	202,799	275,000	72,135	26%	202,865
Transfers	57,450	64,621	112%	229,800	64,621	28%	165,179	444,000	278,753	63%	165,247
Contingency				13,660				13,660			
<b>Total expenditures</b>	<b>\$ 123,875</b>	<b>\$ 92,527</b>	<b>75%</b>	<b>\$ 509,160</b>	<b>\$ 120,649</b>	<b>24%</b>	<b>\$ 374,851</b>	<b>\$ 752,660</b>	<b>\$ 363,947</b>	<b>48%</b>	<b>\$ 375,053</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (35,850)</b>	<b>\$ (55,600)</b>	<b>-25%</b>	<b>\$ (157,060)</b>	<b>\$ (25,032)</b>	<b>-11%</b>	<b>\$ (118,368)</b>	<b>\$ (108,660)</b>			
<b>Beginning fund balance</b>	157,060	218,410	139%	157,060	218,410	139%		108,660			
<b>Ending fund balance</b>	<b>\$ 121,210</b>	<b>\$ 162,810</b>	<b>134%</b>	<b>\$ -</b>	<b>\$ 193,378</b>	<b>-</b>		<b>\$ -</b>			

**PERS/ POB Fund**

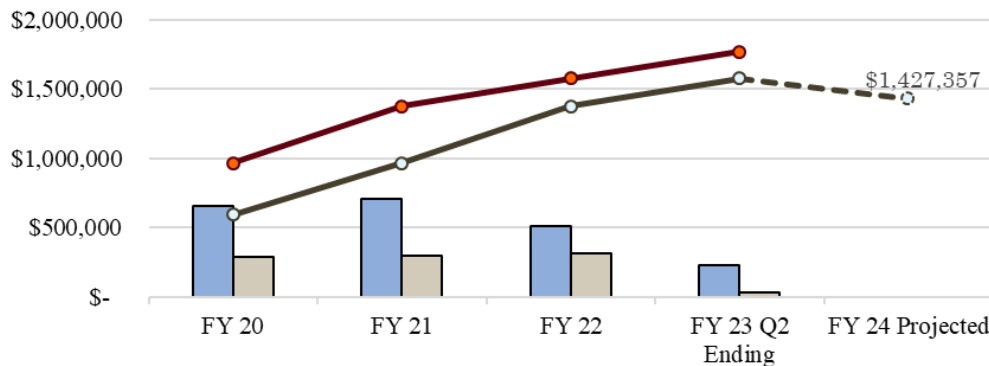
This fund accounts for the issuance of pension obligation debt to fund the City’s existing unfunded actuarial liability (UAL) and associated debt repayment. The principal source of revenue is charges to other funds with salaries subject to PERS via a surcharge. A transfer from the General Fund is included 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 at second quarter end is at roughly 43 percent of the annual budget. Overall revenues are as anticipated with the annual transfer taking place in the fourth quarter. Interest revenue is higher than originally anticipated with the Local Government Investment Pool earning 3.10 percent at the end of the second quarter.

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

Fund balance increased approximately \$194,000 or 12 percent through the second quarter. Fund balance is expected to decrease prior to yearend due to the potential of an interfund loan being proposed.

Revenue, Expense and Fund Balance Trends - PERS/ POB Fund



Revenues Expenses Beginning Fund Balance Ending Fund Balance

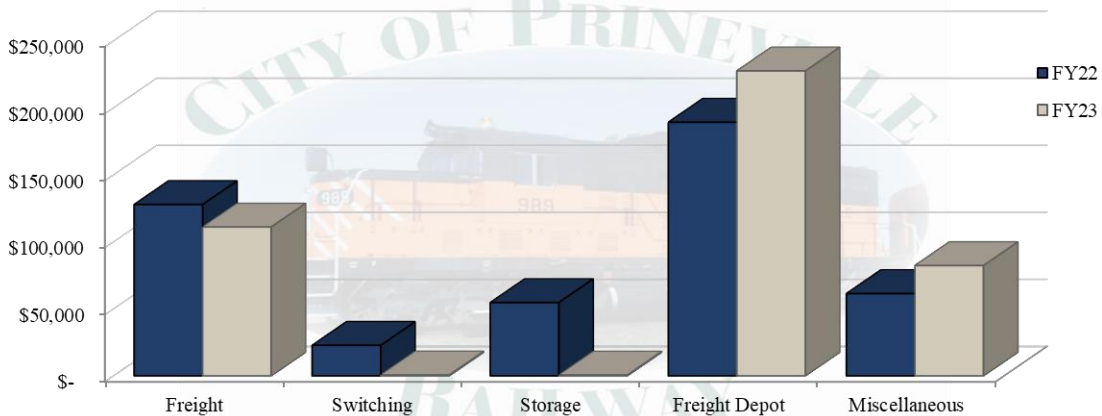
	Current Quarter			Year to Date				Biennial Budget	Biennial Budget to Date	Biennial Budget %	Biennial Budget Remaining
	Budget Est.	Actual	Budget %	Budget Est.	Actual	Budget %	Budget Balance				
<b>Revenue</b>											
Charges for services	\$ 105,368	\$ 105,550	100%	\$ 421,470	\$ 211,100	50%	\$ 210,370	\$ 815,200	\$ 611,200	75%	\$ 204,000
Interest	650	9,444	1453%	2,600	14,918	574%	(12,318)	10,000	22,388	224%	(12,388)
Transfer from other funds	25,000	-	-	100,000	-	-	100,000	200,000	100,000	50%	100,000
<b>Total revenue</b>	\$ 131,018	\$ 114,994	88%	\$ 524,070	\$ 226,018	43%	\$ 298,052	\$ 1,025,200	\$ 733,588	72%	\$ 291,612
<b>Expenditures</b>											
Personnel services	\$ -	-	-	\$ -	\$ -	-	-	\$ -	\$ -	-	\$ -
Debt service											
Principal - POB 2013	65,070	-	-	260,280	-	-	260,280	497,500	237,212	48%	260,288
Interest - POB 2013	15,825	31,648	200%	63,300	31,648	50%	31,652	135,400	103,720	77%	31,680
Contingency	-	-	-	1,469,208	-	-	-	1,469,208	-	-	-
<b>Total expenditures</b>	\$ 80,895	\$ 31,648	39%	\$ 1,792,788	\$ 31,648	2%	\$ 291,932	\$ 2,102,108	\$ 340,932	16%	\$ 291,968
<b>Revenue over (under) expenditures</b>	\$ 50,123	\$ 83,347	5%	\$ (1,268,718)	\$ 194,371	12%	\$ 6,119	\$ (1,076,908)			
<b>Debt service reserve</b>	299,200	-	-	299,200	-	-	-	299,200	-	-	299,200
<b>Beginning fund balance</b>	1,567,918	1,575,757	100%	1,567,918	1,575,757	100%		1,376,108			
<b>Ending fund balance</b>	\$ 1,618,041	\$ 1,659,104	103%	\$ -	\$ 1,770,128	-		\$ -			

**Railroad Fund**

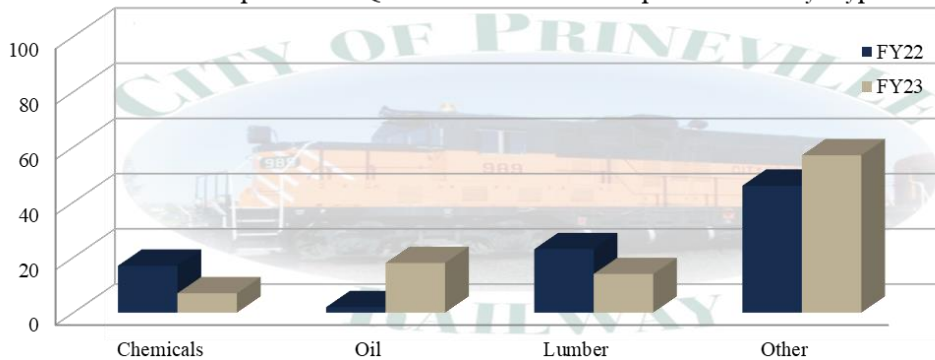
This fund accounts for the activities of the City’s railroad operation and for the City’s freight depot operation. Starting in FY 14 the Railroad and Freight Depot Funds were consolidated. Primary revenue sources are payments for the use of railroad and freight depot facilities and related services.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

Second quarter revenue collections are at approximately \$447,000 or 45 percent of the annual budget. Charges for services for the railroad are at approximately \$115,000 or 62 percent of the annual budget, with the freight depot at approximately \$227,000 or 31 percent of annual budget. Overall revenue is down in comparison to the prior year roughly -7 percent. Overall charges for services for the railroad are down significantly while freight depot charges for services are up 20 percent in comparison to the prior year. The decrease in railway charges for services can largely be attributed to the lack of storage cars, the switching fees that go with the movement of those cars and a decrease in freight cars overall. The average freight charge in comparison to the prior year quarter end has increased roughly \$59 per car largely due to increased fuel surcharges. The increases in freight depot charges for services is largely due to increased lease revenue from Heniff Transportation and an increase of customers utilizing the freight depot. Below is a prior year comparison at quarter end of operating revenues for the Railroad Fund and a comparison of the number of cars per commodity type.

Operating Revenue Comparison to Prior Year at Quarter End

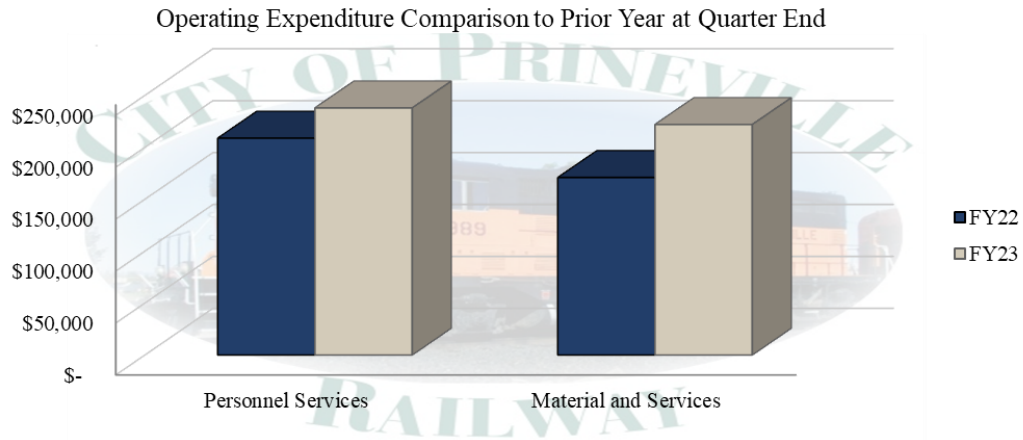


Prior Year Comparison at Quarter End of Railcars per Commodity Type



***Railroad Fund- Continued***

Overall expenditures at quarter end are at approximately \$506,000 or 23 percent of the annual budget. Materials and services are at roughly 67 percent of the annual budget or \$222,000, which includes approximately \$93,000 in annual liability insurance. Overall operating expenditures are up in comparison to the prior year 21 percent with increases in property insurance, track supplies, signal maintenance and the repairing of one of the garage doors at the freight depot. Railroad crossing work continued through the second quarter (pictured below). Below is a graph comparison of operating expenditures at quarter end to prior year.

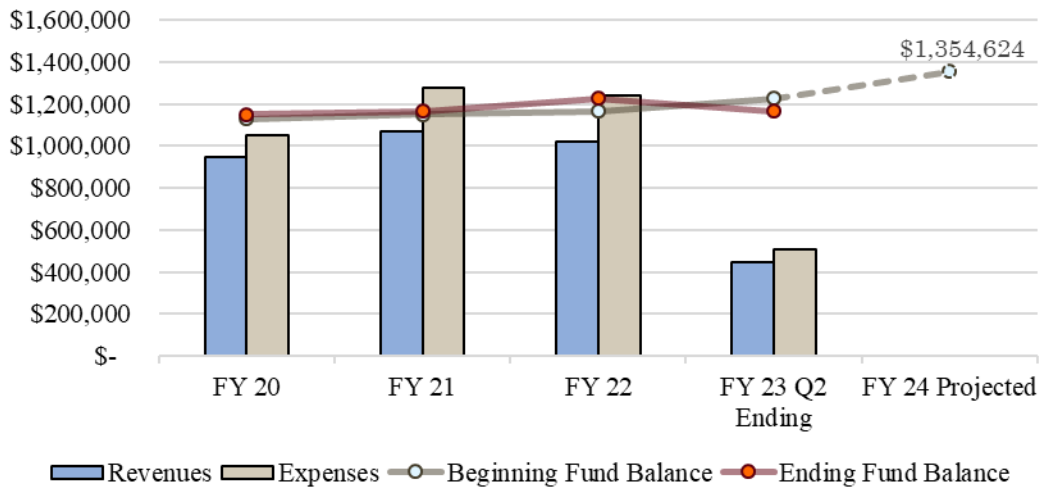


*Railroad crossing work getting gone by railroad staff.*

**Railroad Fund- Continued**

Fund balance decreased roughly \$59,000 or -5 percent through the second quarter. Beginning fund balance for FY 24 is projected to grow to \$1.35 million by yearend.

Revenue, Expense and Fund Balance Trends - Railroad Fund



	Current Quarter			Year to Date				Biennial Budget	Biennial Budget to Date	Biennial Budget %	Biennial Budget Remaining
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Balance				
<b>Revenue</b>											
Charges for services											
Railroad	\$ 93,000	\$ 49,867	54%	\$ 372,000	\$ 115,192	31%	\$ 256,808	\$ 682,000	\$ 425,426	62%	\$ 256,574
Freight Depot	91,750	114,180	124%	367,000	227,478	62%	139,522	784,000	662,356	84%	121,644
Use of money and property	54,500	13,074	24%	218,000	21,708	10%	196,292	319,600	123,172	39%	196,428
Miscellaneous	11,000	29,900	272%	44,000	82,272	187%	(38,272)	215,000	253,716	118%	(38,716)
<b>Total revenue</b>	<b>\$ 250,250</b>	<b>\$ 207,021</b>	<b>83%</b>	<b>\$ 1,001,000</b>	<b>\$ 446,650</b>	<b>45%</b>	<b>\$ 554,350</b>	<b>\$ 2,000,600</b>	<b>\$ 1,464,670</b>	<b>73%</b>	<b>\$ 535,930</b>
<b>Expenditures</b>											
Personnel services	\$ 112,500	\$ 126,087	112%	\$ 450,000	\$ 237,915	53%	\$ 212,085	\$ 885,800	\$ 673,681	76%	\$ 212,119
Material and services	82,925	51,937	63%	331,700	221,938	67%	109,762	584,100	477,351	82%	106,749
Capital outlay											
Improvements	4,225	-	-	16,900	-	-	16,900	205,000	176,612	86%	28,388
Transfers	22,875	22,875	100%	91,500	45,750	50%	45,750	182,600	136,850	75%	45,750
Contingency				1,328,560				1,328,560			
<b>Total expenditures</b>	<b>\$ 222,525</b>	<b>\$ 200,900</b>	<b>90%</b>	<b>\$ 2,218,660</b>	<b>\$ 505,603</b>	<b>23%</b>	<b>\$ 384,497</b>	<b>\$ 3,186,060</b>	<b>\$ 1,464,495</b>	<b>46%</b>	<b>\$ 393,005</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 27,725</b>	<b>\$ 6,121</b>	<b>0%</b>	<b>\$ (1,217,660)</b>	<b>\$ (58,953)</b>	<b>-5%</b>	<b>\$ 169,853</b>	<b>(1,185,460)</b>			
<b>Beginning fund balance</b>	<b>1,217,660</b>	<b>1,225,724</b>	<b>101%</b>	<b>1,217,660</b>	<b>1,225,724</b>	<b>101%</b>		<b>1,185,460</b>			
<b>Ending fund balance</b>	<b>\$ 1,245,385</b>	<b>\$ 1,231,845</b>	<b>99%</b>	<b>\$ -</b>	<b>\$ 1,166,771</b>	<b>-</b>		<b>\$ -</b>			

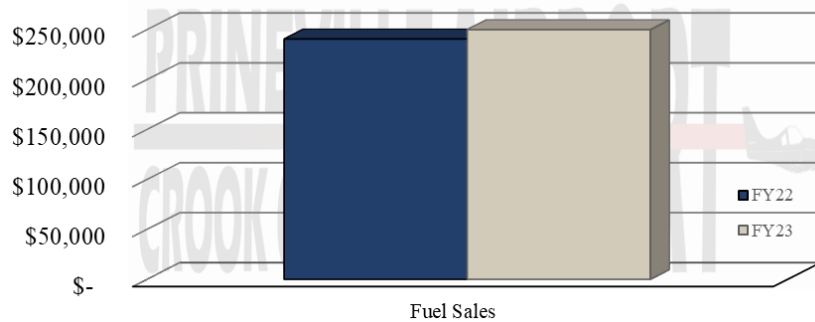


**Airport Fund**

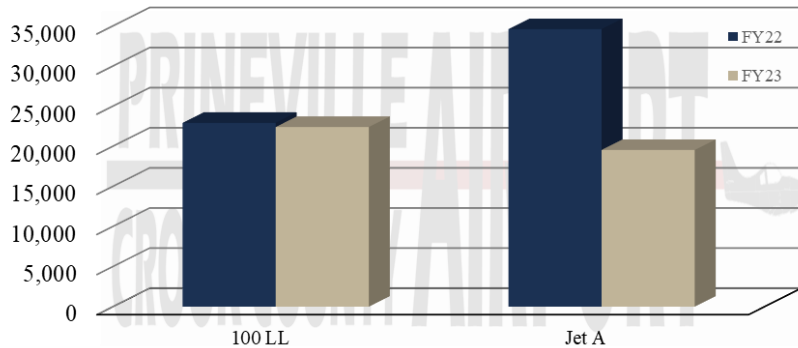
This fund accounts for the activities of the airport. The airport’s main source of operating revenue is through charges for services that revolve around fuel sales and hangar leases. Expenditures are for general operations of the airport including cost of goods sold, maintenance and capital improvements.

Revenue collection through the second quarter came in at approximately 50 percent of the annual budget or \$670,000 with the City and County making their annual support payments and the annual hangar lease billing taking place during the second quarter. Overall charges for services are up approximately 12 percent over the prior year largely due to increased fuel prices, increased activity and more hangar leases. Fuel margins at quarter end were 22 percent for Jet A and 19 percent for 100LL. Below are prior year comparison for operating revenue making up charges for services.

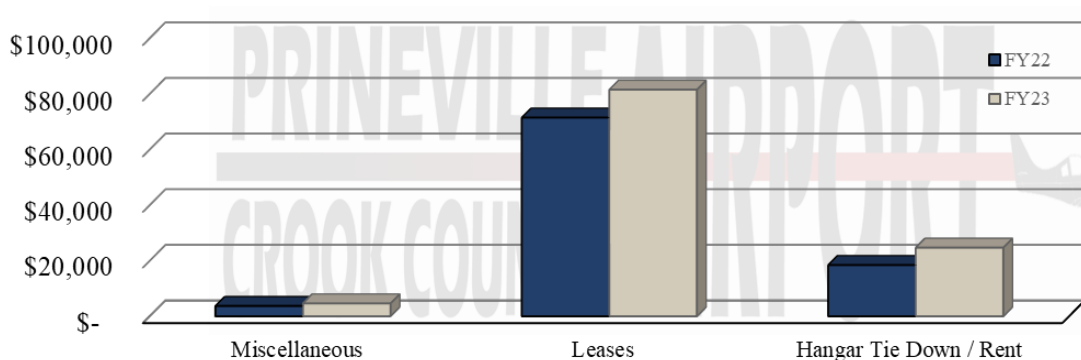
Fuel Revenue Comparison to Prior Year Quarter End



Gallons Sold by Fuel Type Comparison to Prior Year at Quarter End



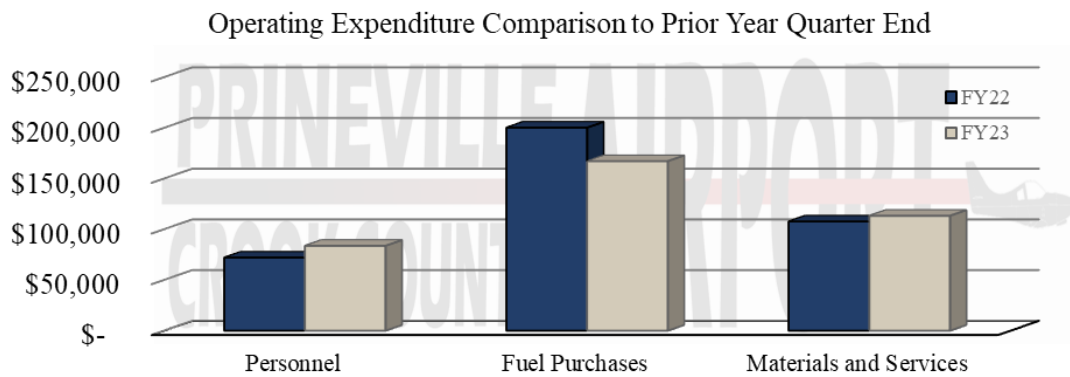
Other Operating Revenue Comparison to Prior Year Quarter End



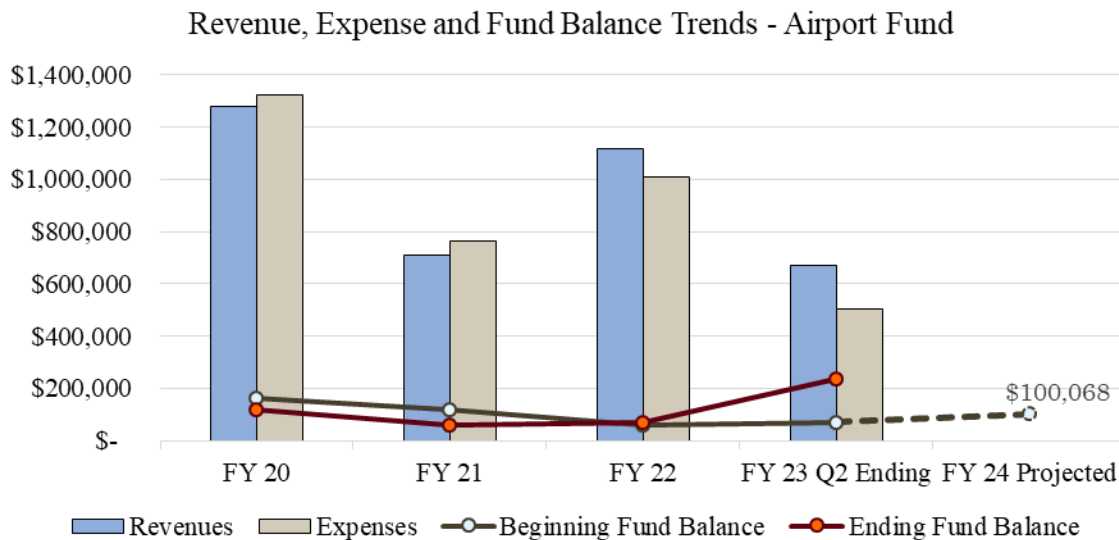
**Airport Fund – Continued**

Overall use of the airport has increased over the last year roughly 20 percent with the increased activity largely being associated with flight training. Hangar occupancy remains at 100 percent and ramp occupancy is roughly at 20 to 30 percent depending on weather. Hangars continue to be built at the airport with a new hangar being completed in December and two more started during the second quarter.

Overall expenditures at quarter end are at approximately \$506,000 or 37 percent of the annual budget. Overall operating expenses are down roughly -4 percent over the prior year largely due to decreases in fuel prices. Fuel inventory is at approximately \$107,000 at quarter end. Below is a prior year comparison of operating expenditures year at quarter end.



Fund balance increased roughly \$164,000 through the second quarter with both the City and County making their annual contributions and annual lease billing taking place during the second quarter. Beginning fund balance for FY 24 is projected to be at roughly \$100,000.



**Airport Fund – Continued**

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget to Date	Biennial Budget %	Biennial Budget Remaining
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance				
Intergovernmental	\$ 62,500	\$ 195,757	313%	\$ 250,000	\$ 195,757	78%	\$ 54,243	\$ 430,000	\$ 375,757	87%	\$ 54,243
Charges for services	234,850	146,176	62%	939,400	373,668	40%	565,732	1,874,000	1,260,912	67%	613,088
Interest	200	566	283%	800	584	73%	216	1,000	798	80%	202
Transfers	37,500	-	-	150,000	100,000	67%	50,000	200,000	150,000	75%	50,000
<b>Total revenue</b>	<b>\$ 335,050</b>	<b>\$ 342,499</b>	<b>102%</b>	<b>\$ 1,340,200</b>	<b>\$ 670,010</b>	<b>50%</b>	<b>\$ 670,190</b>	<b>\$ 2,505,000</b>	<b>\$ 1,787,467</b>	<b>71%</b>	<b>\$ 717,533</b>
<b>Expenditures</b>											
Personnel service	\$ 39,800	\$ 45,273	114%	\$ 159,200	\$ 83,743	53%	\$ 75,457	\$ 329,000	\$ 253,464	77%	\$ 75,536
Materials and services	222,525	61,067	27%	890,100	280,485	32%	609,615	1,678,000	1,059,552	63%	618,448
Capital outlay	25	-	-	100	-	-	100	100	-	0%	100
Debt service											
Les Schwab Hangar	6,250	-	-	25,000	-	-	25,000	50,000	-	0%	50,000
Transfers	51,400	127,657	248%	205,600	141,557	69%	64,043	389,200	325,157	84%	64,043
Contingency				94,136				94,136			
<b>Total expenditures</b>	<b>\$ 320,000</b>	<b>\$ 233,997</b>	<b>73%</b>	<b>\$ 1,374,136</b>	<b>\$ 505,784</b>	<b>37%</b>	<b>\$ 774,216</b>	<b>\$ 2,540,436</b>	<b>\$ 1,638,173</b>	<b>64%</b>	<b>\$ 808,127</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 15,050</b>	<b>\$ 108,501</b>	<b>154%</b>	<b>\$ (33,936)</b>	<b>\$ 164,225</b>	<b>233%</b>	<b>\$ (104,025)</b>	<b>\$ (35,436)</b>			
<b>Beginning fund balance</b>	<b>33,936</b>	<b>70,551</b>	<b>208%</b>	<b>33,936</b>	<b>70,551</b>	<b>208%</b>		<b>35,436</b>			
<b>Ending fund balance</b>	<b>\$ 48,986</b>	<b>\$ 179,052</b>	<b>366%</b>	<b>\$ -</b>	<b>\$ 234,776</b>	<b>-</b>		<b>\$ -</b>			



*View out the Airport Managers window.*



**Water Fund**

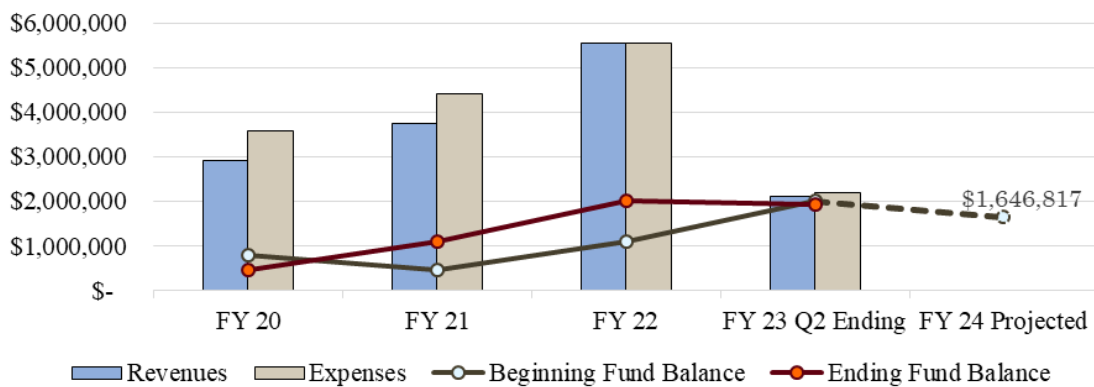
This fund accounts for the activities of the City’s water utility. The primary source of revenue is water sales and expenditures are for the operation of the system including repair and maintenance of infrastructure.

Overall revenue collection through the second quarter came in at approximately \$2.11 million or 56 percent of the annual budget. Revenue associated with charges for service came in at roughly \$2.04 million which is a decrease in comparison to the prior year of roughly \$42,000. This decrease can largely be attributed to the bulk water sales from the prior year being increased with the data center construction.

Second quarter expenditures are at approximately \$2.19 million or 50 percent of the annual budget. Materials and services are currently at 65 percent of the annual budget with significant costs incurred during the first quarter of \$45,000 in emergency repairs needed at the airport well, \$25,000 for water meters and \$77,000 in insurance renewals. Second quarter capital expenditures are at roughly 81 percent of the annual budget and are largely associated with waterline rehabilitation projects.

Fund balance decreased roughly \$80,000 or -4 percent through the second quarter. FY 24 beginning fund balance is projected to be at roughly \$1.65 million.

Revenue, Expense and Fund Balance Trends - Water Fund



Water treatment plant facility in winter of FY 23.

**Water Fund - Continued**

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget to Date	Biennial Budget %	Biennial Budget Remaining
	Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance				
Charges for services	\$ 898,150	\$ 808,527	90%	\$ 3,592,600	\$ 2,035,666	57%	\$ 1,556,934	\$ 6,035,000	\$ 5,395,254	89%	\$ 639,746
Interest	1,250	7,590	607%	5,000	11,301	226%	(6,301)	10,000	16,347	163%	(6,347)
SDC reimbursement fee	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	30,583	-	-	33,796	-	(33,796)	1,000	102,346	10235%	(101,346)
Transfers	35,250	24,884	71%	141,000	24,884	18%	116,116	340,600	224,441	66%	116,159
<b>Total revenue</b>	<b>\$ 934,650</b>	<b>\$ 871,583</b>	<b>93%</b>	<b>\$ 3,738,600</b>	<b>\$ 2,105,648</b>	<b>56%</b>	<b>\$ 1,632,952</b>	<b>\$ 8,301,700</b>	<b>\$ 7,653,424</b>	<b>92%</b>	<b>\$ 2,563,313</b>
<b>Expenditures</b>											
Materials and services	\$ 214,625	\$ 191,896	89%	\$ 858,500	\$ 559,936	65%	\$ 298,564	1,570,800	\$ 1,284,597	82%	\$ 286,203
Franchise fee expense	37,000	37,000	100%	148,000	74,000	50%	74,000	292,000	218,000	75%	74,000
Capital outlay											
Improvements	227,000	202,633	89%	908,000	737,768	81%	170,232	1,055,000	885,035	84%	169,965
Debt service											
Principal											
Refunding bond 2017	-	-	-	-	-	-	-	1,892,200	1,892,115	100%	85
IFA / Revenue Bond 2021	36,100	-	-	144,400	-	-	144,400	144,400	-	0%	144,400
2021 Refinancing	40,050	-	-	160,200	-	-	-	326,100	165,887	51%	160,213
Interest											
Refunding bond 2017	-	-	-	-	-	-	-	14,000	13,753	98%	247
IFA / Revenue Bond 2021	27,800	39,000	140%	111,200	39,000	35%	72,200	134,700	62,537	46%	72,163
2021 Refinancing	5,300	10,582	200%	21,200	10,582	50%	10,618	36,100	25,515	71%	10,585
Transfers	382,425	382,425	100%	1,529,700	764,850	50%	764,850	3,036,000	2,271,150	75%	764,850
Contingency				515,818				515,818			
<b>Total expenditures</b>	<b>\$ 970,300</b>	<b>\$ 863,536</b>	<b>89%</b>	<b>\$ 4,397,018</b>	<b>\$ 2,186,136</b>	<b>50%</b>	<b>\$ 1,534,864</b>	<b>\$ 9,017,118</b>	<b>\$ 6,818,590</b>	<b>76%</b>	<b>\$ 1,682,710</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (35,650)</b>	<b>\$ 8,047</b>	<b>0%</b>	<b>\$ (658,418)</b>	<b>\$ (80,488)</b>	<b>-4%</b>	<b>\$ 98,088</b>	<b>\$ (715,418)</b>			
<b>Debt service reserve</b>	194,600			336,200				336,200			194,600
<b>Beginning fund balance</b>	994,618	2,006,747	202%	994,618	2,006,747	202%		1,051,618			
<b>Ending fund balance</b>	<b>\$ 958,968</b>	<b>\$ 2,014,794</b>	<b>210%</b>	<b>\$ -</b>	<b>\$ 1,926,259</b>	<b>-</b>		<b>\$ -</b>			



Mayor Jason Beebe and Councilor Steve Uffelman accepting the League of Oregon Cities Award of Excellence for the ASR project in October 2022.

**Wastewater Fund**

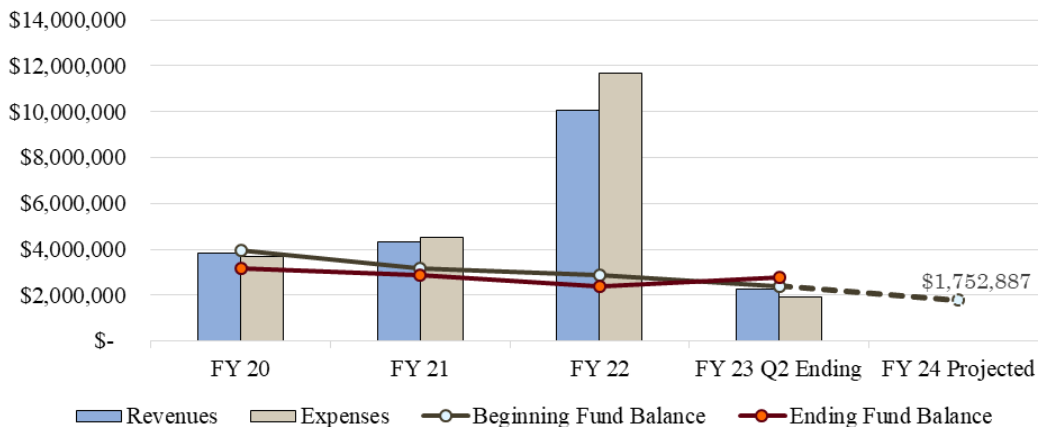
This fund accounts for the activities of the City’s wastewater and treatment facilities. The primary source of revenue is sewer service fees. Expenditures are for the operation of the wastewater system including repair and maintenance of infrastructure and debt service related to infrastructure costs.

Overall revenue collection at quarter end is at approximately \$2.27 million or 49 percent of the annual budget. Revenue collection for charges for services was roughly \$2.15 million or 49 percent of annual budget which is a decrease of approximately \$6,000 from the prior year. This decrease can largely be attributed to less water usage over the summer resulting in less sewer by consumption charges.

Expenditures at quarter end came in at roughly \$1.9 million or 32 percent of the annual budget with all appropriation categories coming in at or below budget at quarter end. Capital expenditures through the second quarter totaled approximately \$165,000 and were for a new pump at the wastewater treatment plant (WWTP), rock crushing, a new push camera, a new irrigation mainline and WWTP chlorination conversion.

Fund balance increased roughly \$368,000 or 15 percent through the second quarter.

Revenue, Expense and Fund Balance Trends - Wastewater Fund



Solar field at the wastewater treatment plant facility.



**Wastewater Fund - Continued**

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget to Date	Biennial Budget %	Biennial Budget Remaining
	Budget Est.	Actual	Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance				
Charges for services	\$ 1,099,225	\$ 1,030,226	94%	\$ 4,396,900	\$ 2,146,344	49%	\$ 2,250,556	\$ 8,644,300	\$ 6,424,036	74%	\$ 2,220,264
Interest	2,225	12,234	550%	8,900	18,985	213%	(10,085)	20,000	30,143	151%	(10,143)
Miscellaneous	21,950	11,110	51%	87,800	41,555	47%	46,245	167,400	121,128	72%	46,272
SDCs - reimbursement fees	42,875	60,058	140%	171,500	60,058	35%	111,442	371,000	259,586	70%	111,414
Debt proceeds	-	-	-	-	-	-	-	4,961,500	4,961,475	100%	25
Intergovernmental	-	-	-	-	-	-	-	-	126	-	(126)
<b>Total revenue</b>	<b>\$ 1,166,275</b>	<b>\$ 1,113,628</b>	<b>95%</b>	<b>\$ 4,665,100</b>	<b>\$ 2,266,942</b>	<b>49%</b>	<b>\$ 2,398,158</b>	<b>\$ 14,675,500</b>	<b>\$ 12,307,795</b>	<b>84%</b>	<b>\$ 2,367,705</b>
<b>Expenditures</b>											
Personnel services	\$ 81,825	\$ 58,392	71%	\$ 327,300	\$ 119,304	36%	\$ 207,996	\$ 509,600	\$ 301,520	59%	\$ 208,080
Materials and services	278,200	206,275	74%	1,112,800	462,922	42%	649,878	2,838,600	2,209,220	78%	629,380.19
Franchise fee expense	51,250	51,250	100%	205,000	102,500	50%	102,500	401,000	298,500	74%	102,500
Capital outlay											
Improvements	184,050	83,924	46%	736,200	164,762	22%	571,438	1,256,600	685,109	55%	571,491
Debt service											
Principal											
SPWF 1996	-	-	-	-	-	-	-	-	-	-	-
SPWF 1996	-	-	-	-	-	-	-	-	-	-	-
SRF 1992	-	-	-	-	-	-	-	-	-	-	-
SPWF 1992	-	-	-	-	-	-	-	-	-	-	-
2021 Refinancing	183,175	-	-	732,700	-	-	732,700	1,179,000	446,269	38%	-
DEQ CWSRF R74682/2	-	-	-	-	-	-	-	2,962,200	2,962,108	100%	92
Refunding 2017	-	-	-	-	-	-	-	2,207,900	2,207,885	100%	15
DEQ Bridge Loan	-	-	-	-	-	-	-	-	-	-	-
State of Oregon IFA	6,900	27,563	399%	27,600	27,563	100%	37	54,900	54,854	100%	46
USDA 2015	15,675	-	-	62,700	-	-	62,700	123,600	60,922	49%	62,678
Interest											
SRRB 1998	-	-	-	-	-	-	-	-	-	-	-
SRF 1992	-	-	-	-	-	-	-	-	-	-	-
2021 Refinancing	13,700	27,317	199%	54,800	27,317	50%	27,483	93,500	66,006	71%	-
DEQ CWSRF R74682/2	-	-	-	-	-	-	-	45,300	45,291	100%	9
Refunding 2017	-	-	-	-	-	-	-	16,100	16,048	100%	52
State of Oregon IFA	1,625	6,492	399%	6,500	6,492	100%	8	13,300	13,256	100%	44
USDA 2015	25,925	-	-	103,700	-	-	103,700	208,900	105,238	50%	103,662
Fees											
DEQ CWSRF R74682/2	-	-	-	-	-	-	-	14,900	14,811	99%	89
Transfers	494,000	494,000	100%	1,976,000	988,000	50%	988,000	3,911,900	2,923,900	75%	988,000
Contingency				602,224				602,224			
<b>Total expenditures</b>	<b>\$ 1,336,325</b>	<b>\$ 955,213</b>	<b>71%</b>	<b>\$ 5,947,524</b>	<b>\$ 1,898,861</b>	<b>32%</b>	<b>\$ 3,446,439</b>	<b>\$ 16,439,524</b>	<b>\$ 12,410,937</b>	<b>75%</b>	<b>\$ 2,666,139</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (170,050)</b>	<b>\$ 158,415</b>	<b>7%</b>	<b>\$ (1,282,424)</b>	<b>\$ 368,082</b>	<b>15%</b>	<b>\$ (1,048,282)</b>	<b>\$ (1,764,024)</b>			
<b>Other resources / (requirements)</b>											
Debt service reserve	790,000			790,000				790,000			
<b>Beginning fund balance</b>	<b>2,072,424</b>	<b>2,401,067</b>	<b>116%</b>	<b>2,072,424</b>	<b>2,401,067</b>	<b>116%</b>		<b>2,554,024</b>			
<b>Ending fund balance</b>	<b>\$ 1,902,374</b>	<b>\$ 2,559,482</b>	<b>135%</b>	<b>\$ -</b>	<b>\$ 2,769,149</b>	<b>-</b>		<b>\$ -</b>			

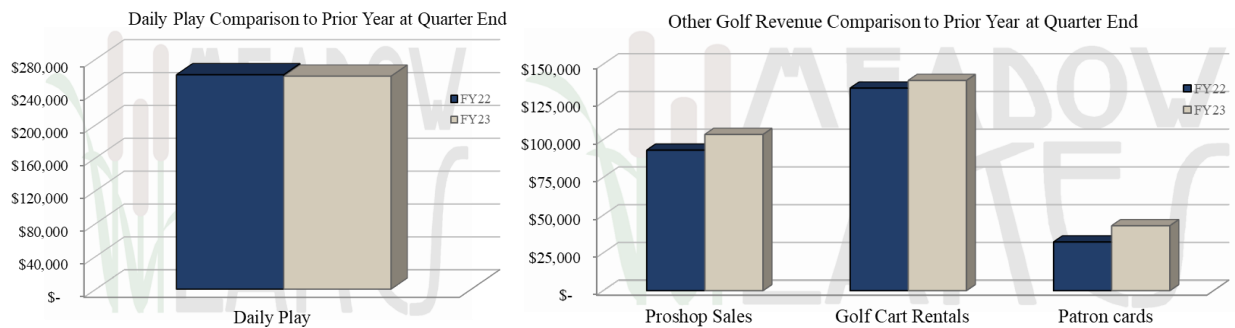


View towards the Crooked River Wetlands and WWTP from the viewpoint in December 2022.

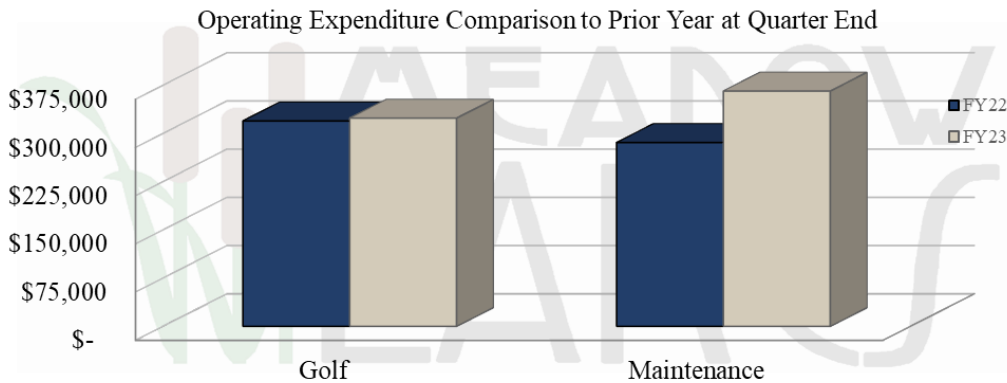
***Golf Course and Restaurant Fund***

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

Overall revenue collection is at approximately \$849,000 at quarter end or 65 percent of the annual budget. Golf operating revenue came in at about \$589,000 or 74 percent of the annual budget which is an increase over the prior year of roughly 6 percent. Rounds of golf are down by roughly 1000 rounds compared to the prior year quarter with the course being closed during the second quarter 41 days. Below is a comparison to the prior year of the significant operating revenue sources



Expenditures at quarter end came in at roughly \$705,000 or 40 percent of the annual budget. Golf course operating expenditures are up roughly 1 percent and maintenance expenditures are up roughly 28 percent over the prior year at second quarter end. The maintenance increase can largely be attributed to personnel costs, gas increases, and needed golf course and pond maintenance. Below is a comparison of operating only expenditures to the prior year by department.

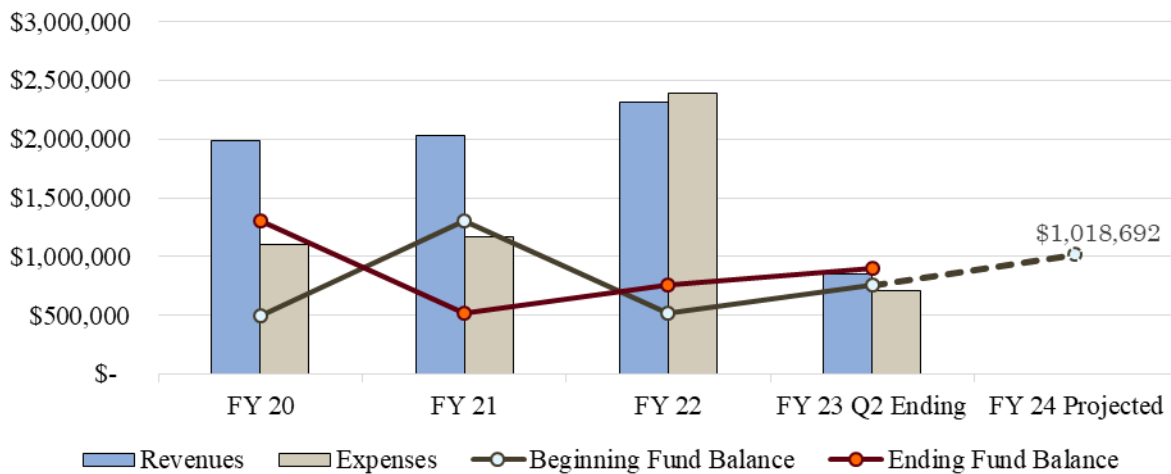


***Golf Course and Restaurant Fund – Continued***



*Golf Course in fall of 2022*

**Revenue, Expense and Fund Balance Trends - Golf Fund**



Fund balance increased roughly \$144,000 or 19 percent through the second quarter. Fund balance is projected to start are roughly \$1.02 million in FY 24.



**Golf Course and Restaurant Fund - Continued**

	Current Quarter			Year to Date			Annual Est. Budget Balance	Biennial Budget	Biennial Budget to Date	Biennial Budget %	Biennial Budget Remaining
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Budget %					
<b>Revenue</b>											
Charges for services											
Golf Course	\$ 200,250	\$ 154,453	77%	\$ 801,000	\$ 588,878	74%	\$ 212,122	\$ 1,997,800	\$ 1,785,771	89%	\$ 212,029
Waste Disposal	92,500	117,500	127%	370,000	235,000	64%	135,000	740,000	605,000	82%	135,000
Restaurant	8,225	6,000	73%	32,900	12,000	36%	20,900	57,700	36,860	64%	20,840
Interest	1,975	5,395	273%	7,900	8,540	108%	(640)	12,000	12,699	106%	(699)
Transfers	25,000	-	-	100,000	-	-	100,000	200,000	100,000	50%	100,000
Intergovernmental	-	-	-	-	-	-	-	19,900	596,044	2995%	(576,144)
Miscellaneous	-	737	-	-	4,346	-	(4,346)	363,600	31,067	9%	332,533
<b>Total revenue</b>	<b>\$ 327,950</b>	<b>\$ 284,084</b>	<b>87%</b>	<b>\$ 1,311,800</b>	<b>\$ 848,764</b>	<b>65%</b>	<b>\$ 463,036</b>	<b>\$ 3,391,000</b>	<b>\$ 3,167,441</b>	<b>93%</b>	<b>\$ 223,559</b>
<b>Expenditures</b>											
Golf Course	\$ 172,075	\$ 131,846	77%	\$ 688,300	\$ 323,898	47%	\$ 364,402	\$ 1,808,400	\$ 1,421,022	79%	\$ 387,378
Waste Disposal	162,750	158,522	97%	651,000	366,034	56%	284,966	1,230,000	945,009	77%	284,991
Restaurant	9,525	4,631	49%	38,100	12,316	32%	25,784	66,200	40,348	61%	25,852
Debt service											
Principal - Refunding 2021	29,600	-	-	118,400	-	-	118,400	226,500	108,095	48%	118,405
Interest - Refunding 2021	1,480	2,952	199%	5,920	2,952	50%	2,968	10,570	7,598	72%	2,972
Principal - 2017 bond	-	-	-	-	-	-	-	264,000	264,000	100%	-
Interest - 2017 bond	-	-	-	-	-	-	-	1,950	2,330	119%	(380)
Contingency				240,705				72,405			
<b>Total expenditures</b>	<b>\$ 375,430</b>	<b>\$ 297,951</b>	<b>79%</b>	<b>\$ 1,742,425</b>	<b>\$ 705,199</b>	<b>40%</b>	<b>\$ 796,521</b>	<b>\$ 3,680,025</b>	<b>\$ 2,788,402</b>	<b>76%</b>	<b>\$ 819,218</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (47,480)</b>	<b>\$ (13,866)</b>	<b>-2%</b>	<b>\$ (430,625)</b>	<b>\$ 143,565</b>	<b>19%</b>	<b>\$ (333,485)</b>	<b>\$ (289,025)</b>			
<b>Debt service reserve</b>	131,000			131,000				131,000			
<b>Beginning fund balance</b>	561,625	754,036	134%	561,625	754,036	134%		420,025			
<b>Ending fund balance</b>	<b>\$ 514,145</b>	<b>\$ 740,170</b>	<b>144%</b>	<b>\$ -</b>	<b>\$ 897,601</b>	<b>-</b>		<b>\$ -</b>			



Meadow Lakes Golf Course – October 2022

**Administration and Financial Support Services Fund**

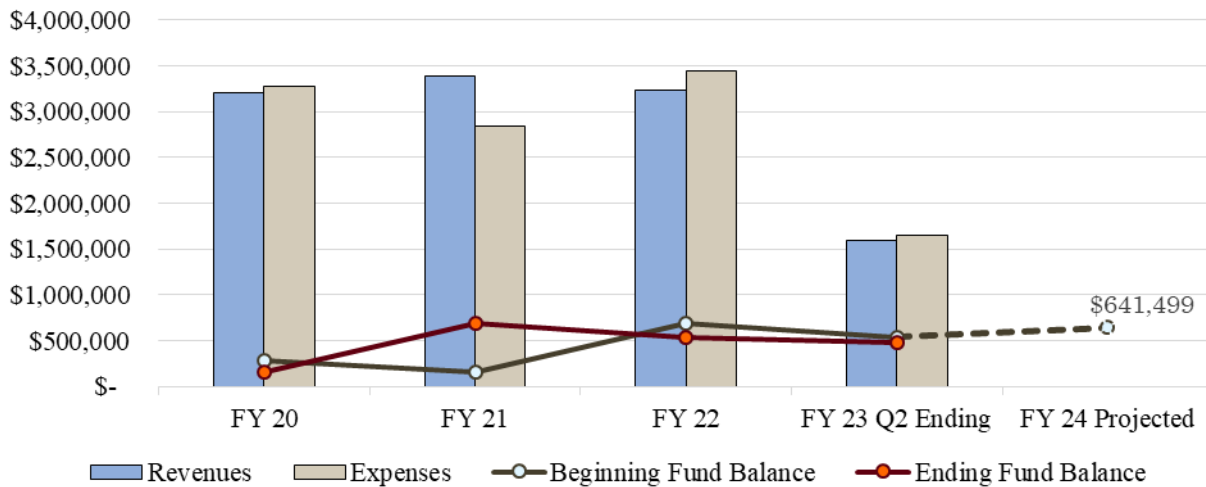
This fund accounts for the activities of the City Manager’s office, human resources, recorder, finance, Council directed contributions, and information technology services. The primary source of revenue is charges to other funds for services.

Overall revenue collection through the second quarter came in at approximately \$1.6 million or 55 percent of the annual budget. Charges for services are largely associated with Internal Service Fund transfers totaling \$1.52 million and approximately \$25,000 in SDC administrative fees. Interest revenue is roughly 525 percent of the annual budget. Investment interest has been on the rise over the last two quarters positively affecting all of the City funds. At second quarter end the City’s Local Government Investment Poole (LGIP) account had approximately \$24.54 million in it and was earning over 3 percent.

Overall expenditures at second quarter end are at approximately 48 percent of the annual budget or \$1.66 million. Expenditures are tracking below budget in the City Council Department, Administration/ Team Services and Finance Department at quarter end. In the Information Technology Department, expenditures are at 54 percent of budget. Upgrades to 911 infrastructure and 911 user equipment continued through the second quarter. During the second quarter, the Information Technology Department did some personnel restructuring which resulted in the hiring of another IT Specialist.

Fund balance decreased roughly \$58,000 or -11 percent through the second quarter. FY 24 projected beginning fund balance is projected at roughly \$641,000.

Revenue, Expense and Fund Balance Trends - Administration Fund





December 31, 2022

**Administration and Financial Support Services Fund -Continued**

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget to Date	Biennial Budget %	Biennial Budget Remaining
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance				
<b>Revenue</b>											
Charges for services	\$ 724,175	\$ 811,348	112%	\$ 2,896,700	\$ 1,589,870	55%	\$ 1,306,830	\$ 6,095,600	\$ 4,788,796	79%	\$ 1,306,804
Intergovernmental	-	-	-	-	-	-	-	100,000	502	1%	99,498
Transfers	-	-	-	-	-	-	-	-	29,435	-	(29,435)
Interest	325	4,305	1325%	1,300	6,820	525%	(5,520)	5,000	10,507	210%	(5,507)
<b>Total revenue</b>	<b>\$ 724,500</b>	<b>\$ 815,653</b>	<b>113%</b>	<b>\$ 2,898,000</b>	<b>\$ 1,596,690</b>	<b>55%</b>	<b>\$ 1,301,310</b>	<b>\$ 6,200,600</b>	<b>\$ 4,829,241</b>	<b>78%</b>	<b>\$ 1,371,359</b>
<b>Expenditures</b>											
City Council	\$ 29,175	\$ 14,257	49%	\$ 116,700	\$ 37,699	32%	\$ 79,001	\$ 185,300	\$ 106,267	57%	\$ 79,033
Administration / Team Services	241,075	223,917	93%	964,300	446,562	46%	517,738	1,893,000	1,375,181	73%	517,819
Financial Services	288,475	278,915	97%	1,153,900	539,961	47%	613,939	2,166,300	1,552,278	72%	614,022
Information Technology	289,625	287,800	99%	1,158,500	630,947	54%	527,553	2,593,900	2,010,925	78%	582,975
Contingency	-	-	-	39,449	-	-	-	5,049	-	-	-
<b>Total expenditures</b>	<b>\$ 848,350</b>	<b>\$ 804,888</b>	<b>95%</b>	<b>\$ 3,432,849</b>	<b>\$ 1,655,169</b>	<b>48%</b>	<b>\$ 1,738,231</b>	<b>\$ 6,843,549</b>	<b>\$ 5,044,651</b>	<b>74%</b>	<b>\$ 1,793,849</b>
<b>Revenue over (under) expenditures</b>	<b>\$ (123,850)</b>	<b>\$ 10,766</b>	<b>2%</b>	<b>\$ (534,849)</b>	<b>\$ (58,479)</b>	<b>-11%</b>	<b>\$ (436,921)</b>	<b>\$ (642,949)</b>			
<b>Beginning fund balance</b>	<b>534,849</b>	<b>536,969</b>	<b>100%</b>	<b>534,849</b>	<b>536,969</b>	<b>100%</b>		<b>642,949</b>			
<b>Ending fund balance</b>	<b>\$ 410,999</b>	<b>\$ 547,735</b>	<b>133%</b>	<b>\$ -</b>	<b>\$ 478,490</b>	<b>-</b>		<b>\$ -</b>			



City Hall in December 2022

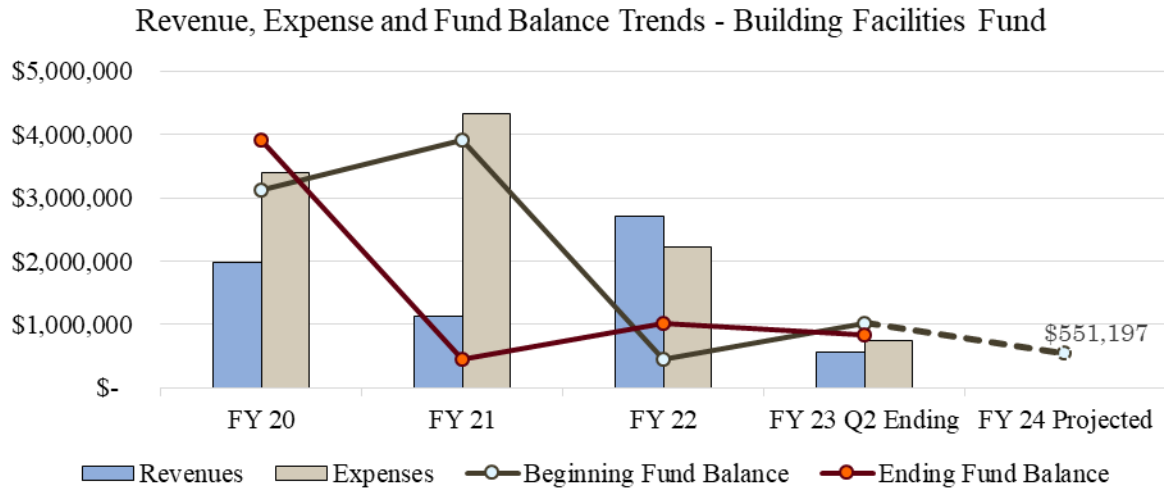
**Building Facilities Fund**

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 \$558,000 or 29 percent of the annual budget. Second quarter revenues are largely associated with user rents and transfers.

Expenditures through the second quarter are roughly 33 percent of the annual budget with the payoff of the Barnes Butte property taking place in July. All departments are running below budget at quarter end with the exception of the Barnes Butte Department due to the lump sum pay off of debt of roughly \$460,000. Capital outlay totaling roughly \$38,000 in the building facilities fund was all in the Barnes Butte Department and was associated with the Parks Master Plan and trail paving.

Fund balance decreased roughly \$190,000 or -19 percent through the second quarter.



***Building Facilities Fund – Continued***

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget to Date	Biennial Budget %	Biennial Budget Remaining
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance				
Rent	\$ 57,825	\$ 56,650	98%	\$ 231,300	\$ 113,300	49%	\$ 118,000	\$ 451,300	\$ 333,300	74%	\$ 118,000
Transfers	214,875	216,875	101%	859,500	433,750	50%	425,750	1,995,700	1,569,950	79%	425,750
Miscellaneous	105,675	1,894	2%	422,700	4,638	1%	418,062	433,500	15,481	4%	418,019
Debt proceeds	-	-	-	-	-	-	-	986,800	986,811	100%	(11)
Intergovernmental	96,075	-	-	384,300	-	-	384,300	411,000	26,715	7%	384,285
Sale of Assets	-	-	-	-	-	-	-	-	335,230	-	(335,230)
Interest	950	4,355	458%	3,800	6,762	178%	(2,962)	10,000	9,955	100%	45
<b>Total revenue</b>	<b>\$ 475,400</b>	<b>\$ 279,774</b>	<b>59%</b>	<b>\$ 1,901,600</b>	<b>\$ 558,451</b>	<b>29%</b>	<b>\$ 1,343,149</b>	<b>\$ 4,288,300</b>	<b>\$ 3,277,441</b>	<b>76%</b>	<b>\$ 1,010,859</b>
<b>Expenditures</b>											
City Hall facilities	\$ 57,950	\$ 21,768	38%	\$ 231,800	\$ 61,029	26%	\$ 170,771	\$ 1,509,100	\$ 1,241,236	82%	\$ 267,864
Police facilities	143,300	75,292	53%	573,200	119,707	21%	453,493	1,163,200	709,697	61%	453,503
CDBG - Sr. Center	-	-	-	-	-	-	-	15,000	14,966	100%	34
Public Works facilities	11,000	10,415	95%	44,000	18,001	41%	25,999	76,000	49,993	66%	26,007
Barnes Butte	252,300	41,678	17%	1,009,200	549,825	54%	459,375	1,323,300	873,870	66%	449,430
Contingency	-	-	-	383,428	-	-	-	21,828	-	-	-
<b>Total expenditures</b>	<b>\$ 464,550</b>	<b>\$ 149,152</b>	<b>32%</b>	<b>\$ 2,241,628</b>	<b>\$ 748,563</b>	<b>33%</b>	<b>\$ 1,109,638</b>	<b>\$ 4,108,428</b>	<b>\$ 2,889,762</b>	<b>70%</b>	<b>\$ 1,196,838</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 10,850</b>	<b>\$ 130,622</b>	<b>13%</b>	<b>\$ (340,028)</b>	<b>\$ (190,112)</b>	<b>-19%</b>	<b>\$ 233,512</b>	<b>\$ 179,872</b>			
<b>Other requirements</b>											
Debt service reserve	237,900	-	-	237,900	-	-	-	542,300	-	-	542,300
<b>Beginning fund balance</b>	<b>577,928</b>	<b>1,026,217</b>	<b>178%</b>	<b>577,928</b>	<b>1,026,217</b>	<b>178%</b>		<b>362,428</b>			
<b>Ending fund balance</b>	<b>\$ 588,778</b>	<b>\$ 1,156,839</b>	<b>196%</b>	<b>\$ -</b>	<b>\$ 836,105</b>	<b>-</b>		<b>\$ -</b>			



*Trail paving work started at the tail end of the second quarter at Barnes Butte*



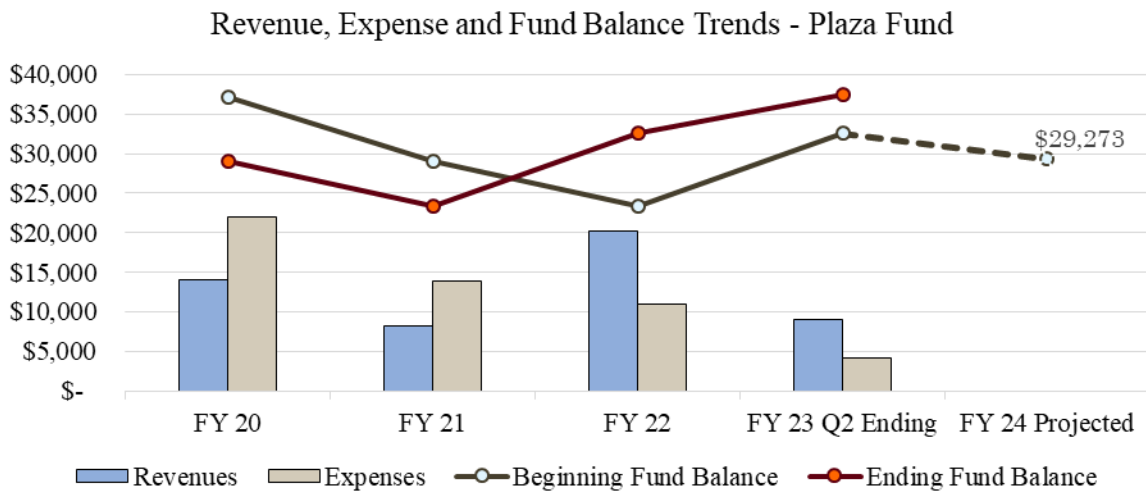
**Plaza Maintenance Fund**

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 the contract stating that the fund balance is not to exceed \$50,000 with both the County and the City contributing equally.

Second quarter materials and services are for contracted grounds keeping totaling approximately \$1,200.

Fund balance increased roughly 15 percent through the second quarter, ending at roughly \$37,000. FY 24 beginning fund balance is anticipated to be roughly \$29,000.



*Plaza in fall 2022*

**Plaza Maintenance Fund - Continued**

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget to Date	Biennial Budget %	Biennial Budget Remaining
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance				
Intergovernmental	\$ 2,500	\$ 8,729	349%	\$ 10,000	\$ 8,729	87%	\$ 1,271	\$ 20,000	\$ 18,729	94%	\$ 1,271
Interest	75	187	250%	300	293	98%	7	400	451	113%	(51)
Transfers	2,500	-	-	10,000	-	-	10,000	20,000	10,000	50%	10,000
<b>Total revenue</b>	<b>\$ 5,075</b>	<b>\$ 8,917</b>	<b>176%</b>	<b>\$ 20,300</b>	<b>\$ 9,022</b>	<b>44%</b>	<b>\$ 11,278</b>	<b>\$ 40,400</b>	<b>\$ 29,180</b>	<b>72%</b>	<b>\$ 11,220</b>
<b>Expenditures</b>											
Materials and services	\$ 3,500	\$ 1,245	36%	\$ 14,000	\$ 3,112	22%	\$ 10,888	\$ 43,000	\$ 12,046	28%	\$ 30,954
Transfers	500	500	100%	2,000	1,000	50%	1,000	4,000	3,000	75%	1,000
Contingency				18,902				18,802			
<b>Total expenditures</b>	<b>\$ 4,000</b>	<b>\$ 1,745</b>	<b>44%</b>	<b>\$ 34,902</b>	<b>\$ 4,112</b>	<b>12%</b>	<b>\$ 11,888</b>	<b>\$ 65,802</b>	<b>\$ 15,046</b>	<b>23%</b>	<b>\$ 31,954</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 1,075</b>	<b>\$ 7,172</b>	<b>22%</b>	<b>\$ (14,602)</b>	<b>\$ 4,910</b>	<b>15%</b>	<b>\$ (610)</b>	<b>\$ (25,402)</b>			
<b>Beginning fund balance</b>	14,602	32,563	223%	14,602	32,563	223%		25,402			
<b>Ending fund balance</b>	<b>\$ 15,677</b>	<b>\$ 39,735</b>	<b>253%</b>	<b>\$ -</b>	<b>\$ 37,473</b>	<b>-</b>		<b>\$ -</b>			



Plaza in October2022

**Public Works Support Services Fund**

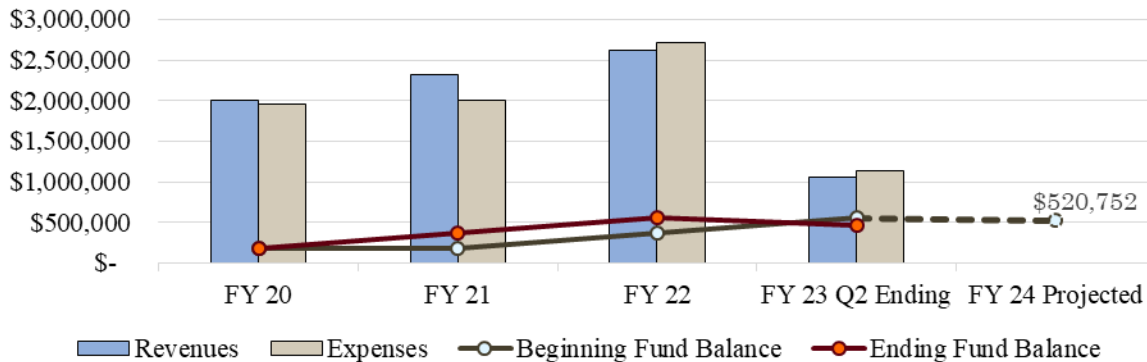
This fund accounts for the activities of the Public Works management, support staff, fleet and vehicle maintenance costs. The primary source of revenue is charges to other funds for services.

Revenues at quarter end are at roughly 43 percent of the annual budget and are largely associated with transfers for services from the streets, water and wastewater departments for public works. Overall, revenues are as anticipated with increases in interest revenue and the annual transfer for engineering services taking place at the end of the year.

Expenditures through the second quarter are at roughly 40 percent of the annual budget. Expenditures for support services and Public Works Fleet Support are slightly under the quarter budget. Budgeted capital expenditures for this fund were for a sander and new dump truck. Given the state of the economy with inflation and the need for this equipment, a budget adjustment is expected to be needed for this fund prior to yearend.

Fund balance decreased approximately \$86,000 or -16 percent at through the second quarter. Projected fund balance for FY 24 is roughly \$521,000 to start the year.

Revenue, Expense and Fund Balance Trends - Public Works Service Fund



	Current Quarter			Year to Date				Biennial Budget	Biennial Budget to Date	Biennial Budget %	Biennial Budget Remaining
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance				
<b>Revenue</b>											
Intergovernmental	\$ 27,250	\$ -	-	\$ 109,000	\$ -	-	\$ 109,000	\$ 220,000	\$ 111,031	50%	\$ 108,969
Charges for services	583,075	524,325	90%	2,332,300	1,048,650	45%	1,283,650	4,640,600	3,356,950	72%	1,283,650
Interest	-	3,778	-	-	6,263	-	(6,263)	2,400	9,037	377%	(6,637)
Miscellaneous	1,575	835	53%	6,300	835	13%	5,465	14,000	8,554	61%	5,446
Debt Proceeds	-	-	-	-	-	-	-	183,300	184,940	101%	(1,640)
<b>Total revenue</b>	<b>\$ 611,900</b>	<b>\$ 528,938</b>	<b>86%</b>	<b>\$ 2,447,600</b>	<b>\$ 1,055,748</b>	<b>43%</b>	<b>\$ 1,391,852</b>	<b>\$ 5,060,300</b>	<b>\$ 3,670,512</b>	<b>73%</b>	<b>\$ 1,389,788</b>
<b>Expenditures</b>											
Public Works Support Services	\$ 482,075	\$ 472,092	98%	\$ 1,928,300	\$ 945,663	49%	982,637	\$ 3,805,000	\$ 2,822,479	74%	\$ 982,521
Public Works Fleet and Vehicles	117,850	107,526	91%	471,400	196,133	42%	275,267	1,025,200	754,678	74%	270,522
Contingency	-	-	-	418,638	-	-	-	438,738	-	-	-
<b>Total expenditures</b>	<b>\$ 599,925</b>	<b>\$ 579,618</b>	<b>97%</b>	<b>\$ 2,818,338</b>	<b>\$ 1,141,796</b>	<b>41%</b>	<b>\$ 1,257,904</b>	<b>\$ 5,268,938</b>	<b>\$ 3,577,157</b>	<b>68%</b>	<b>\$ 1,253,043</b>
<b>Revenue over (under) expenditures</b>	<b>\$ 11,975</b>	<b>\$ (50,680)</b>	<b>-9%</b>	<b>\$ (370,738)</b>	<b>\$ (86,048)</b>	<b>-16%</b>	<b>\$ 133,948</b>	<b>\$ (208,638)</b>			
<b>Beginning fund balance</b>	<b>370,738</b>	<b>554,962</b>	<b>150%</b>	<b>370,738</b>	<b>554,962</b>	<b>150%</b>		<b>208,638</b>			
<b>Ending fund balance</b>	<b>\$ 382,713</b>	<b>\$ 504,282</b>	<b>132%</b>	<b>\$ -</b>	<b>\$ 468,914</b>	<b>-</b>		<b>\$ -</b>			





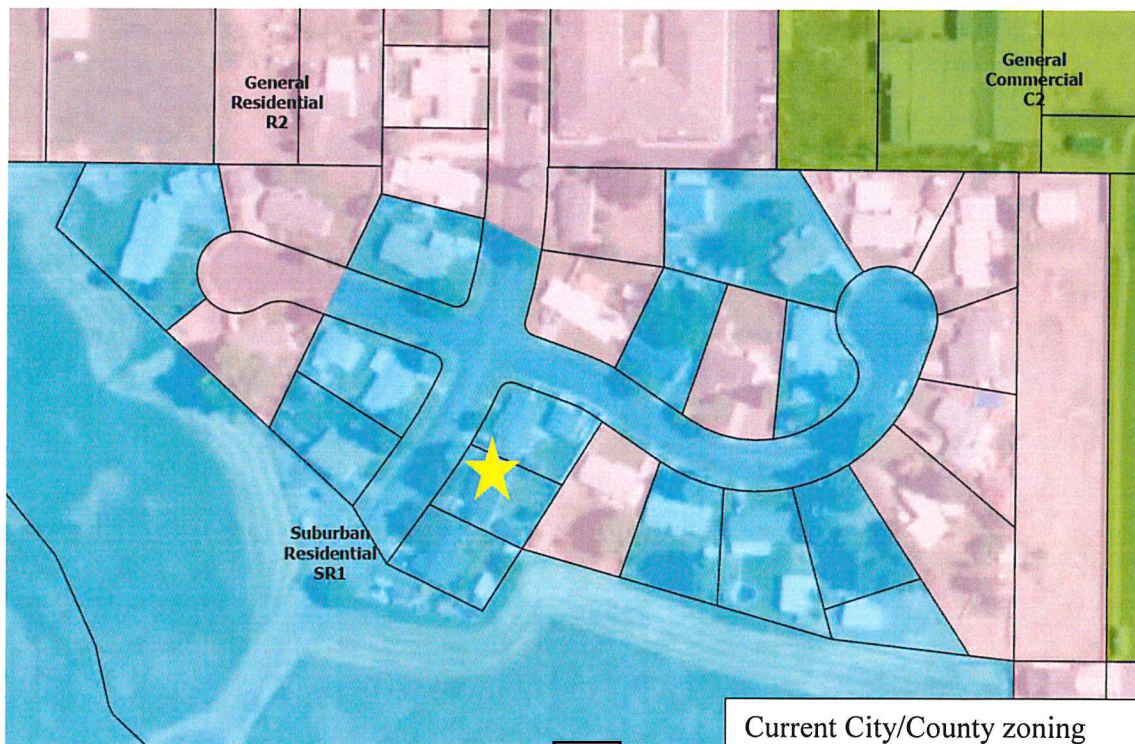
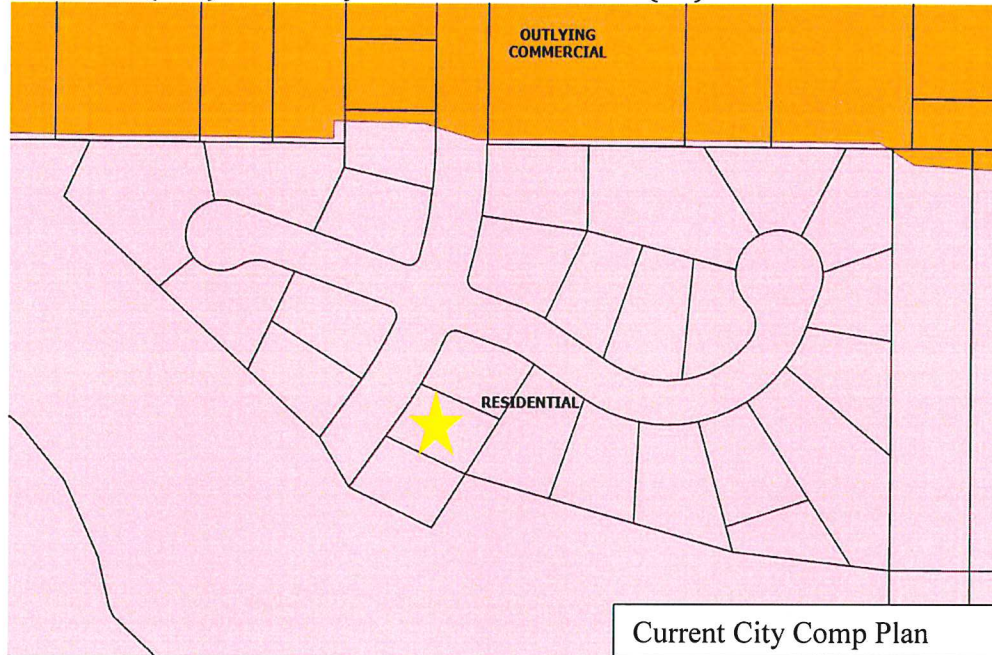
# City of Prineville

387 NE THIRD STREET • PRINEVILLE, OREGON 97754

## COMMUNITY DEVELOPMENT

### PC Recommendation

**Annexation Overview:** The property is described as Map & Tax lot 15-16-04AC 02400. Tax lot 2400 is approximately 0.16 acres, located at 188 SE Williamson Drive with a single family home. The primary purpose of this annexation is to receive City sewer service. This annexation will annex the property and adjacent right-of-way into City limits and re-assign the current County zone of Suburban Residential (SR1) to the City's General Residential (R2) zone.





**153.034 ZONING OF ANNEXED AREAS.**

*An area annexed to the city shall, upon annexation, assume the zoning classification determined by the city to be in compliance with the Comprehensive Plan and/or the City/County Urban Growth Management Agreement. The determination shall be made by the City Council upon receipt of a recommendation relative thereto from the City Planning Commission.*

**URBAN GROWTH BOUNDARY AGREEMENT**

*Article IV (4.1)(a) - The City shall require annexation prior to extending water or sanitary sewer services to any property contiguous to the City within the unincorporated portion of the UGB.*

*Article V (F) - As a part of any annexation process, the City shall rezone unincorporated lands within the Prineville Urban Growth Boundary Area from the current County Zoning to the appropriate City zoning in compliance with the Urban Area Comprehensive Plan.*

**Finding 1:** The property is already connected to City water. The owner stated that the septic system is failing and therefore needs to connect to City sewer service. Per the Urban Growth Management Agreement the property shall annex into the City to receive City services. The property was allowed to connect to City sewer with the submittal of the annexation applications due to emergency needs. The City Planning Commission shall make a recommendation to City Council on the proposed annexation and zone re-assignment.

The Urban Growth Boundary Agreement with the County requires the City to comply with the comprehensive plan but also select an appropriate City zone based on the current County zone. The zoning determination is based on three factors: first, the Comprehensive plan designation; second, the current County zoning; and third, the surrounding City zoning and function of the area.

The Comprehensive Plan designation for the proposed property is residential and the County zoning is Suburban Residential (SR1) as shown above. The surrounding area within the City is zoned General Residential (R2).

**Staff Recommendation:** Staff recommends this property be zoned General Residential (R2) upon annexation to the City based on the following:

- Comprehensive Plan designation of residential
- Current County Zone of Suburban Residential (SR1)
- Surrounding properties within the City are zone R2.

Marty Bailey

  
Planning Commission Chair

DATE 2-21-23

**RESOLUTION NO. 1550**  
**A RESOLUTION ANNEXING CERTAIN PROPERTY INTO**  
**THE CITY OF PRINEVILLE**

The Prineville City Council (“Council”) makes the following findings:

**BACKGROUND:**

The City of Prineville (“City”) has received from Dennis & Angie Hayes, a petition to annex into the City real property owned by Dennis & Angie Hayes, described as Map & Tax lots 15-16-04AC02400 and further described as follows (the “Property”):

Lot 17, Block 1 of the Stearns Subdivision.

**LEGAL CRITERIA AND FINDINGS:**

**I. OREGON REVISED STATUTES**

A. ORS 222.111, Authority and Procedure for Annexation.

(1) When a proposal containing the terms of annexation is approved in the manner provided by the charter of the annexing city or by ORS 222.111 to 222.180 or 222.840 to 222.915, the boundaries of any city may be extended by the annexation of territory that is not within a city and that is contiguous to the city or separated from it only by a public right of way or a stream, bay, lake or other body of water. Such territory may lie either wholly or partially within or without the same county in which the city lies.

**FINDING:** The Property is contiguous to the Prineville City limits, is located within the City’s Urban Growth Boundary, which has been acknowledged to be suitable for urban development and is developed with sufficient transportation infrastructure to serve urban uses. City services have already been extended to serve the Property. The Property is designated for residential use.

In addition to the statutory criteria of ORS Chapter 222, the City finds that the proposed annexation meets the judicially imposed “reasonableness” test set forth in *Portland General Elec. Co. v. City of Estacada*, 194 Or. 145, 291 P.2d 1129 (1952) and the cases following it (citations omitted). Although the question of reasonableness is based on a case by case analysis, the reasonableness factors identified by the Oregon courts include:

- whether the contiguous territory represents the actual growth of the city beyond its city limits;
- whether it is valuable by reason of its adaptability for prospective town uses;
- whether it is needed for the extension of streets or to supply residences or businesses for city residents; and
- whether the territory and city will mutually benefit from the annexation.

*DLCD v. City of St. Helens*, 138 Or App. 222, 227-28, 907 P.2d 259 (1995).

The present annexation satisfies the reasonableness factors because it was requested by the property owner for the purpose of connecting to City sewer. The Property is contiguous to the City and the annexation will benefit the City by extending City limits in an orderly fashion and increasing the tax base.

(2) A proposal for annexation of territory to a city may be initiated by the legislative body of the city, on its own motion, or by a petition to the legislative body of the city by owners of real property in the territory to be annexed.

**FINDING:** The present proposal was initiated by the property owner of the territory to be annexed.

(3) The legislative body of the city shall submit, except when not required under ORS 222.120, 222.170 and 222.840 to 222.915 to do so, the proposal for annexation to the electors of the territory proposed for annexation and, except when permitted under ORS 222.120 or 222.840 to 222.915 to dispense with submitting the proposal for annexation to the electors of the city, the legislative body of the city shall submit such proposal to the electors of the city. The proposal for annexation may be voted upon at a general election or at a special election to be held for that purpose.

**FINDING:** The present annexation is being conducted pursuant to and meets the requirements for annexation under ORS 222.125 because the landowners of the territory proposed the annexation and all electors residing on the property have consented to the annexation in writing.

B. ORS 222.125, Annexation by consent of all owners of land and majority of electors; proclamation of annexation.

The legislative body of a city need not call or hold an election in the city or in any contiguous territory proposed to be annexed or hold the hearing otherwise required under ORS 222.120 when all of the owners of land in that territory and not less than 50 percent of the electors, if any, residing in the territory consent in writing to the annexation of the land in the territory and file a statement of their consent with the legislative body. Upon receiving written consent to annexation by owners and electors under this section, the legislative body of the city, by resolution or ordinance, may set the final boundaries of the area to be annexed by a legal description and proclaim the annexation. [1985 c.702 §3; 1987 c.738 §1]

**FINDING:** The property owners and electors residing on the property have petitioned and consented to the annexation in writing. The above statute does not require a hearing or notice for the annexation.

C. ORS 222.177, Filing of annexation records with Secretary of State.

When a city legislative body proclaims an annexation under ORS 222.125, 222.150, 222.160 or 222.170, the recorder of the city or any other city officer or agency designated by the city legislative body to perform the duties of the recorder under this section shall transmit to the Secretary of State:

- (1) A copy of the resolution or ordinance proclaiming the annexation.
- (2) An abstract of the vote within the city, if votes were cast in the city, and an abstract of the vote within the annexed territory, if votes were cast in the territory. The abstract of the vote for each election shall show the whole number of electors voting on the annexation, the number of votes cast for annexation and the number of votes cast against annexation.
- (3) If electors or landowners in the territory annexed consented to the annexation under ORS 222.125 or 222.170, a copy of the statement of consent.
- (4) A copy of the ordinance issued under ORS 222.120 (4).
- (5) An abstract of the vote upon the referendum if a referendum petition was filed with respect to the ordinance adopted under ORS 222.120 (4). [1985 c.702 §4; 1987 c.737 §7; 1987 c.818 §10]

**FINDING:** The City will submit the necessary documents to the Secretary of State following Council approval of this Resolution.

D. ORS 222.180, Effective date of annexation.

- (1) The annexation shall be complete from the date of filing with the Secretary of State of the annexation records as provided in ORS 222.177 and 222.900. Thereafter the annexed territory shall be and remain a part of the city to which it is annexed. The date of such filing shall be the effective date of annexation.
- (2) For annexation proceedings initiated by a city, the city may specify an effective date that is later than the date specified in subsection (1) of this section. If a later date is specified under this subsection, that effective date shall not be later than 10 years after the date of a proclamation of annexation described in ORS 222.177. [Amended by 1961 c.322 §1; 1967 c.624 §15; 1973 c.501 §2; 1981 c.391 §5; 1985 c.702 §12; 1991 c.637 §9]

**FINDING:** The present annexation request was initiated by the property owner and will be complete as of the date of filing with the Secretary of State.

## **II. OREGON ADMINISTRATIVE RULES**

A. OAR 660-014-0060, Annexation of Lands Subject to an Acknowledged Comprehensive Plan.

A city annexation made in compliance with a comprehensive plan acknowledged pursuant to ORS 197.251(1) or 197.625 shall be considered by the commission to have been made in accordance with the goals unless the acknowledged comprehensive plan and implementing ordinances do not control the annexation. [Stat. Auth.: ORS Ch 196 & 197]

**FINDING:** The City of Prineville’s Comprehensive Plan has been acknowledged by the Land Conservation and Development Commission pursuant to ORS 197.251 and 197.625. Therefore, the present annexation request is considered to be made in accordance with the statewide planning goals and the goals need not be directly applied to this decision.

**III. CITY OF PRINEVILLE CODE**

A. Chapter 153, Land Development; Section 153.034, Zoning of Annexed Areas.

An area annexed to the City shall, upon annexation, assume the zoning classification determined by the City to be in compliance with the Comprehensive Plan; the determination shall be made by the City Council upon receipt of a recommendation relative thereto from the City Planning Commission.

**FINDING:** The Planning Commission considered the present annexation request at its February 21, 2023, meeting and recommended approval to the City Council. Based on the fact that the Comprehensive Plan designation for the Property is residential, the current County zoning is Suburban Residential (SR1), and the surrounding area within the City is zoned (R2); the Planning Commission recommended the zoning classification for the Property be General Residential (R2).

BASED UPON the above findings, it is hereby resolved as follows:

1. The Property as shown in Exhibit ‘A’ and Exhibit ‘B’ and any adjacent rights-of-way are hereby annexed into the City of Prineville.
2. The Property’s zone is hereby reassigned to General Residential (R2) from the current County zone of Suburban Residential (SR1), which zoning is in compliance with the City’s comprehensive plan and City policy concerning the zoning of annexed properties for compatibility with the existing uses and/or previous Crook County zoning designations.
3. The City Manager or his designee shall submit to the Oregon Secretary of State the necessary documents showing the Property has been annexed into the City of Prineville.
4. This Resolution becomes effective immediately.

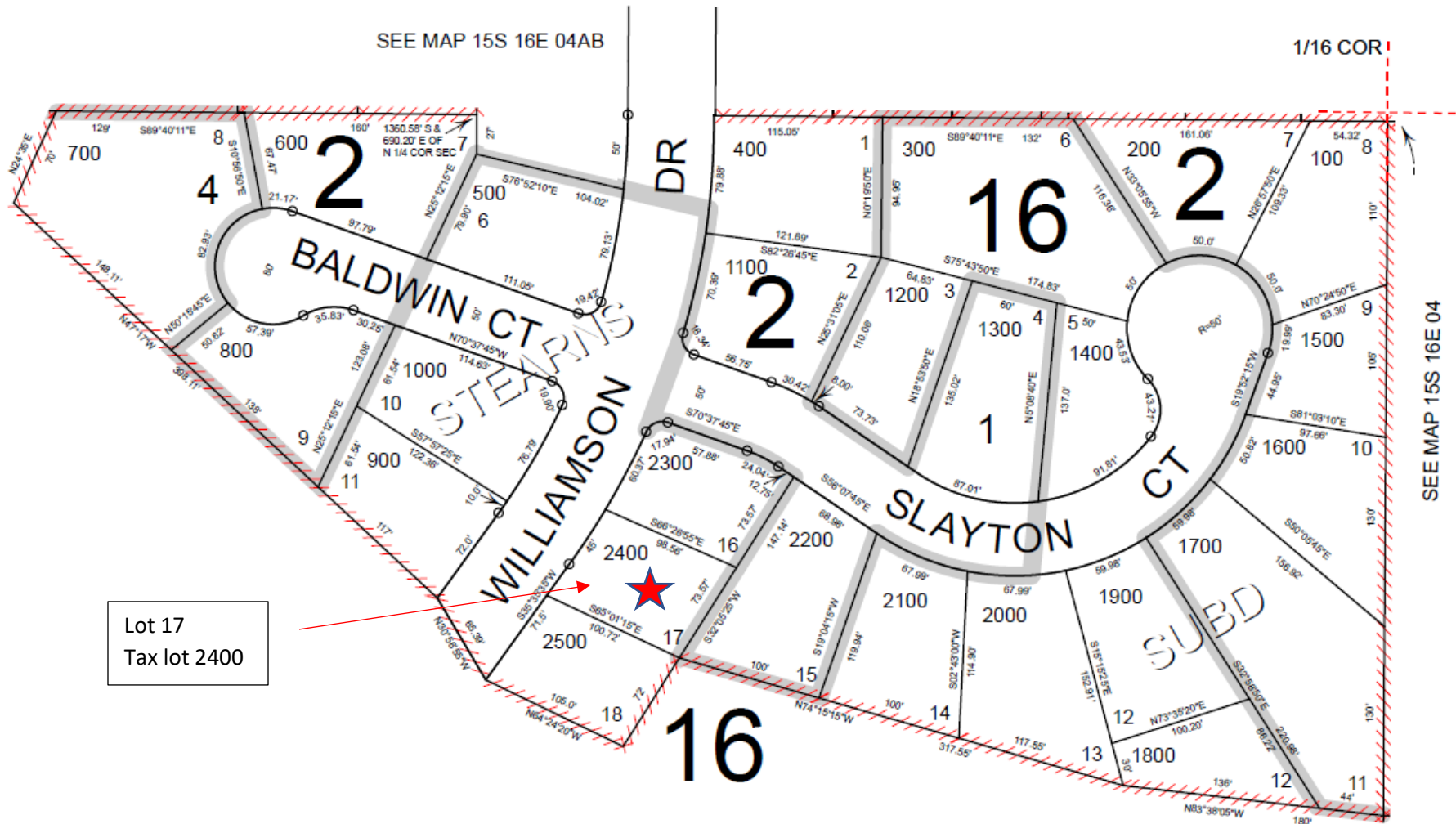
Approved by the City Council on the \_\_\_\_ day of March 2023.

\_\_\_\_\_  
Rodney J. Beebe, Mayor

ATTEST:

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




Exhibit A





# Exhibit B



City Limits:   
City Zone R2:   
County Zone SR1: 

Zoning Prior to annexation  
Date: 1/20/2023  
ANX-2023-100