



Location: City Hall – Council Chambers
Date: January 13, 2026
Time: 6:00 PM

City Council Meeting Agenda

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

<https://us02web.zoom.us/j/86869237445>

Call to Order

Flag Salute

Additions to Agenda

Consent Agenda

1. Regular Meeting Brief 12-9-2025
2. Special Meeting Brief 1-5-2026
3. Sora Sushi Change in Ownership Liquor Application
4. The Rodeo Room @ Sons of Beer Liquor Application
5. Fae Fire Liquor License Application

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

Council Presentations

6. Chamber of Commerce Presentation - Deb Shaw

Council Business

7. Grocery Bandit Zone Change PC Recommendation - Josh Smith
8. Intent to Award Purchase of Two Electric Vehicles Utilizing ODOT Grant Funding - Casey Kaiser

Staff Reports and Requests

9. City Manager's Report - Steve Forrester
10. Oregon Floodplain Protection - Josh Smith

Council Reports

Ordinances



Resolutions

11. Resolution No 1635 - Approving Amendment to Wastewater Disposal Agreement with County - Casey Kaiser
12. Resolution No 1636 - Approving Appropriation Adjustments to the BN 2025-2027 Budget for the Third Quarter of the First Fiscal Year - Lori Hooper Antram
13. Resolution No 1637 - Approving a Personal Property Sale Agreement with Westlake Solar Panels, LLC - Casey Kaiser, Lori Hooper Antram & Jered Reid

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

Adjourn

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

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



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

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

City Council Meeting Brief
December 9, 2025

Council Members Present:

Scott Smith
Marv Sumner
Steve Uffelman

Janet Hutchison
Jerry Brummer
Shane Howard

Council Members Absent

Jason Beebe

Additions to the Agenda

Add Item 4b – Under Council Presentations – Lexington Update

Consent Agenda

1. Special Council Meeting Brief 11-18-2025
2. Recommendation to Reappoint Planning Commissioners
3. Creekside Beer Garden Liquor License

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

Visitors, Appearances, and Requests

No one came forward. No one online raised a hand.

Council Presentations

4. **Amplified Life Presentation** – Carmen Ohling & Jason Curtis

Steve Forrester, City Manager, provided background information on Amplified Life and how and why the staff became engaged with them.

Ms. Ohling explained how they immersed themselves in various locations in Prineville to find out what makes Prineville, Prineville.

Mr. Curtis went through portions of a PowerPoint presentation that highlighted questions that were asked to stakeholders in the community.

Mr. Curtis outlined key themes, city strengths, city team opportunities, inspirations, growth and future vision opportunities.

There were discussions regarding education, healthcare, and regional transportation.

Mr. Forrester elaborated that bringing in Amplified Life was primarily focused on leadership and how to improve.

Ms. Ohling explained how the city could better collaborate with community partners and how they are all willing to come to the table with the city being the leader.

4b. **EDCO – Lexington Update – Kelsey Haskett**

Mrs. Haskett talked about how Prineville was the third highest annual wage in the state and is now second. Washington County is first by only \$400.00 more. The economy is uncertain with federal reductions.

Mrs. Haskett shared some background information on Lexington and Owen Corning shutting down earlier in the year and the efforts that were taken to help the employees who lost their jobs. Owen Corning was a staple in the community for decades. Lexington, which has taken over the Owen Corning site, is headquartered in Minnesota, with a few locations throughout the nation. They kept staff who are going through training to start up.

Council Business:

5. Intent to Award Design Services Contract for Water & Wastewater Infrastructure Expansion Project – Casey Kaiser

Casey Kaiser, Assistant City Manager/Public Works Director, presented the staff report and went through a PowerPoint presentation that highlighted the number of homes inside the city and the UGB to provide city services. He showed a slide that illustrated the areas that do not have city services.

Four qualified companies submitted proposals, with three people who reviewed the proposals, and Anderson Perry scored the highest.

There were discussions regarding if we have used any of them before, potential condemnation properties and whether they are in the city or county or both. Properties within the city will be a priority, and funding for the actual construction will be sought after the designs are done.

Councilor Smith made a motion to approve the intent to award to Anderson Perry for the design of the Water and Wastewater expansion project. Motion seconded. No discussion on the motion. All in favor, motion carried.

Staff Reports and Requests:

6. City Manager's Report – Steve Forrester

Steve Forrester, City Manager, went through his report highlighting activities in all departments.

Councilor Uffelman asked about the additional revenue at the airport and if the city still has to contribute to the airport.

Lori Hooper Antram, Finance Director, explained that we have an IGA with the county that is good for three years, and the FBO handles all of the fuel sales.

There were no further questions.

7. State & Regional Economic Environment Update – Steve Forrester / Casey Kaiser

Mr. Forrester stated that this presentation is just facts, and this is the environment that we have right now, which came from Oregon Business.

Mr. Forrester covered short-term and long-term rates. Long-term rates have a flat yield curve that could go either way. There really are no signs that inflation is going to end soon. Rent has flattened, and rents make up 30% of the inflation gauge. Housing prices are compressing and down slightly.

Mr. Kaiser talked about what we have done to keep the city stable, what we are doing, opportunities in the future, and future capacity needs.

There were no questions.

Council Reports

Councilor Hutchison announced that the Ochoco Forest Collaboration had made a decision to dissolve due to retirement, funding, and membership not being the same as it used to be.

Councilor Sumner stated that he attended a focus group at COCC where he talked about the strengths of Prineville. There was some good information shared there.

Ordinances:

None.

Resolutions:

None.

Visitors, Appearances, and Requests:

No one came forward, and no one online raised a hand.

8. **Executive Session Pursuant to ORS 192.660(2)(e) – To conduct deliberations with persons that have been designated to negotiate real property transactions, and ORS 192.660 (2)(i) & ORS 192.660(8) – To evaluate the performance of an officer, employee, or staff member**

Councilor President Uffelman read the executive session script into the record.

Council went into Executive Session at 7:32 P.M.

Regular session reconvened at 8:10 P.M.

Council President Uffelman referred to the information Mr. Forrester provided regarding the compensation package. and added that he supports it. Council President Uffelman spoke with Mayor Beebe, who is also in support of the request that has been made.

There were discussions regarding standard ranges, annual comprehensive reviews of all staff members with ranges for each position. There are CPI's, bonuses for outstanding performance, and union agreements with CPI's built in.

Councilor Hutchison explained that reviews and compensation are for the current year and not the future.

Discussions continued on the proposed succession plan with Mr. Kaiser to transition into the City Manager role and accrued sick time.

Councilor Smith made a motion to approve the City Manager's proposal for compensation package effective January, 2026 – 2027. Mr. Reid suggested that the motion would be to approve the increase of the City Manager's salary by 4%, effective January 2026 and another 4% effective January 2027. Councilor Smith moved to accept Mr. Reid's suggestion. Motion seconded. Motion carried.

Councilor Hutchison made a motion to approve \$47,000 payout of sick time this year, \$47,000 for next calendar year, and the final amount paid out in either 2027 or 2028. Motion seconded. Mr. Reid wanted to clarify if that was pursuant to a deferred comp catch up plan? That's how it logically works, periodic installment payout. Councilor Hutchison said yes. Council President asked if that is okay with the second, and it is. No further discussion. All in favor, motion carried.

Adjourn

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

Meeting adjourned at 8:54 P.M.

Motions and Outcomes:

Motion:	Outcome	Beebe	Brummer	Howard	Hutchison	Smith	Sumner	Uffelman
Consent Agenda as Presented	PASSED	-	Y	Y	Y	Y	Y	Y
Motion to approve the intent to award to Anderson Perry for the design of the Water and Wastewater expansion project	PASSED	-	Y	Y	Y	Y	Y	Y
Motion to approve the City Manager's proposal for compensation package effective January, 2026 – 2027. Mr. Reid suggested that the motion would be to approve the increase of the City Manager's salary by 4%, effective January 2026 and another 4% effective January 2027. Councilor Smith moved to accept Mr. Reid's suggestion.	PASSED	-	Y	Y	N	Y	Y	Y
Motion to approve \$47,000 payout of sick time this year, \$47,000 for next calendar year, and the final amount paid out in either 2027 or 2028. Motion seconded. Mr. Reid wanted to clarify if that was pursuant to a deferred comp catch up plan? That's how it logically works, periodic installment payout. Councilor Hutchison said yes. Council President asked if that is okay with the second, and it is. No further discussion.	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:

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

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

City Council Meeting Brief
January 5, 2026

Council Members Present:

Scott Smith	Jerry Brummer
Steve Uffelman	Jason Beebe
Janet Hutchison	

Council Members Absent

Shane Howard
Mary Sumner

Additions to the Agenda

None.

Visitors, Appearances, and Requests

No one came forward. No one online raised a hand.

Council Presentations

1. **Mayor's State of the City Address** – Mayor Beebe

Mayor Beebe read his State of the City Address for 2025 (attached).

Mayor Beebe asked Council if they would be in favor of doing an amendment to not require a special meeting the first Monday of every year.

Jered Reid, City Attorney added that this would be a code amendment to remove the requirement of having a Special Council meeting the first Monday of odd numbered years, and to just have a Special Council meeting on years (even numbered) where new Council members need to be sworn in.

Council agreed to have Mr. Reid draft an ordinance to amend the code for consideration and further discussion.

Visitors, Appearances, and Requests:

No one came forward, and no one online raised a hand.

Adjourn

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

Meeting adjourned at 6:20 P.M.

Motions and Outcomes:

Motion:	Outcome	Beebe	Brummer	Howard	Hutchison	Smith	Sumner	Uffelman
Adjourn Meeting	PASSED	Y	Y	-	Y	Y	-	Y

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2025 Prineville State of the City Address

Ladies and Gentlemen, esteemed council members, dedicated city staff, and my fellow residents of Prineville,

Good evening and thank you all for joining me here tonight as we reflect on the State of our beloved City in this pivotal year of 2025. As your Mayor, it is my profound honor to stand before you and celebrate the resilience, innovation, and community spirit that define Prineville, Oregon. We've come a long way together, building on a rich history of bold decisions and forward-thinking initiatives that have positioned us as a beacon of progress in Central Oregon. Tonight, let's look back at the foundations that brought us here, honor the achievements of the past year, and cast our eyes toward a bright future.

To understand where we stand today, we must first acknowledge the transformative events that have shaped Prineville over the past decade and a half. It all began in 2010, when Facebook—now Meta—chose our city as the site for its very first company-owned data center. This wasn't just a business decision; it was a vote of confidence in Prineville's potential. That initial investment sparked an economic renaissance, bringing high-tech jobs, infrastructure improvements, and a surge in local revenue that revitalized our downtown and supported our schools and services. The data center campus has since expanded multiple times, drawing other tech giants like Apple and solidifying our role as a hub for digital innovation in the Pacific Northwest.

Building on that momentum, in 2014, President Barack Obama signed the H.R. 2640 Crooked River Collaborative Water Security and Jobs Act on December 18th. This landmark legislation addressed long-standing water challenges in our region, enhancing irrigation reliability for our farmers, protecting fish habitats in the Crooked River, and creating jobs through sustainable resource management. It was a testament to the collaborative spirit of Central Oregonians, ensuring that our natural resources could support both our environment and our economy for generations to come.

We didn't stop there. In 2017, we celebrated the completion of the Crooked River Wetlands Complex—a groundbreaking \$7.7 million project that transformed our wastewater treatment into an innovative, natural system. This saved the city \$54 million vs the proposed mechanical treatment system and allowed the city to lower both SDCs and monthly wastewater rates. Spanning 120 acres, these wetlands not only doubled our treatment capacity at a fraction of the cost of traditional methods but also created a vibrant public space for recreation, wildlife viewing, and environmental education. It's a shining example of how Prineville turns challenges into opportunities, earning national recognition from organizations like the National Association of Clean Water Agencies.

Complementing these efforts is our Aquifer Storage and Recovery (ASR) Project, which we fully implemented in 2019 and have continued to expand. By storing excess groundwater during wet seasons and recovering it during dry periods, the ASR system has boosted our water resilience dramatically. In 2025 alone, we've seen our storage capacity grow toward its potential of 800 million gallons, with plans for additional wells approved in our updated water master plan. This

2025 Prineville State of the City Address

project, born from partnerships with companies like Apple and Meta, has ensured reliable drinking water for our growing population while mitigating the impacts of drought—a critical safeguard in our high-desert climate.

These milestones have laid a strong foundation, and in 2025, we've built upon them with remarkable strides. Economically, our data center sector continued to thrive, with expansions at the Meta campus creating over 200 new jobs in construction, operations, and support services. This growth has fueled a 15% increase in local business revenues, from our bustling downtown shops to our emerging tech startups. We've also invested in workforce development, partnering with Central Oregon Community College to launch training programs that equip our residents with skills for the digital economy.

Environmentally, we've made significant headway. Building on the success of our wetlands and ASR projects, we completed phase two of habitat restoration at Ochoco Preserve in partnership with the Deschutes Land Trust, enhancing biodiversity and flood protection along the Crooked River. These efforts not only preserve our natural beauty but also attract eco-tourism, boosting our local economy by an estimated \$2 million this year.

Financially, Prineville is on solid ground. Our budget remains balanced, with revenues from tourism, agriculture, manufacturing, and tech sectors driving investments in infrastructure. Looking ahead, we're excited about the sunset of property tax incentives for our data centers, which will begin generating tax revenues starting in 2027. The city council has already delegated these funds strategically: to physical infrastructure, City health and vitality, and community improvement, this influx will empower us to tackle long-term goals without financially burdening the residents of Prineville.

2025 Accomplishments Summary for Prineville, Oregon

In 2025, Prineville continued its trajectory of strategic growth, infrastructure investment, and community enhancement, building on its strong economic foundation from data centers and natural resource management.

Infrastructure

- Completed the **Peters Road to Combs Flat Road extension** (\$14 million project in partnership with Ochoco Irrigation District), improving traffic flow, enhancing safety near schools and parks, and providing a vital secondary route.
- Invested **\$2 million** in state dollars water and wastewater infrastructure to support three new multi-family housing projects (Madras Highway, Ochoco Mill, Ochoco Plaza), paving the way for **650 new housing units**.

2025 Prineville State of the City Address

- Advanced the **Aquifer Storage and Recovery (ASR) Project** with the completion of ASR Well #2, significantly increasing groundwater storage and withdrawal capacity—now enabling storage of approximately one full year of water supply.
- Improved the city's **Pavement Condition Index (PCI)** from 75 to 77 (target: 81), maintaining one of the highest ratings in Central Oregon through ongoing maintenance.
- Upgraded water lines citywide, replacing **770 linear feet** of aging/undersized lines and constructing **5,500 linear feet** of new lines to enhance capacity and reliability.

Financial/Economic

- Earned the **GFOA Award** for outstanding financial statements and budget, with special recognition for strategic planning and goal setting.
- Strengthened fiscal health with increased cash positions/fund balances and a downward trend in debt per capita over the past five years.
- Highlighted positive economic metrics, including strong median household income performance.
- Implemented a **System Development Charge (SDC) Deferral Program** to incentivize new development.
- Successfully recruited **Cv International** (relocating and expanding from Bend), bringing **50-70 new jobs** and establishing a new headquarters/fabrication facility.

Amenities

- Advanced planning for the **Barnes Butte Aquatic and Recreation Center (BBARC)**, completing concept design, initial cost estimates, and revenue/expense projections; progressed to the next feasibility phase focused on funding and financial analysis.
- Continued enhancements to the **Crooked River Wetlands**.
- Improved the **Barnes Butte Recreation Area**, including abandonment of the main OID canal, reconstruction of the old pond, and upgrades to canal-fed features during irrigation season.

Team Development

- Enhanced leadership capabilities through the "Amplified Life" program, emphasizing succession planning, leadership effectiveness, and communication.
- Sustained professional development via the "Next Gen" program in partnership with Crestcom.
- Bolstered public safety staffing by filling open Police Department positions and implementing new recruitment/retention strategies for the 911 dispatch team.

These achievements reflect Prineville's commitment to resilient infrastructure, sustainable growth, fiscal responsibility, and quality of life—positioning the city strongly for continued prosperity in 2026 and beyond.

2025 Challenges and Lessons Learned for Prineville, Oregon

Key Challenges/Failures

- **Police Chief Retirement:** The Police Chief retired after only 10 months in the role, creating uncertainty in public safety leadership.
- **Biomass Project Setback:** The city was unable to rezone property within the Urban Growth Boundary (UGB). This would have been where the Prineville Renewable Energy Project (PREP) was to be sited. Strong public opposition led to significant delays in project timing.

Lessons Learned and Corrective Actions

- **Improving Communication and Public Education:**
 - Ongoing challenge in effectively informing residents about strategic projects and city operations.
 - Corrective actions: Adopt a more proactive approach to internal and external outreach, including "storytelling" to highlight the history and rationale behind city processes.
 - Plan to host more frequent town hall events covering financial position, strategic plans, and current projects.
 - Initiative begins in January 2026 with a focused communication piece on "Water: Why Prineville is in Good Shape Compared to Other Central Oregon Communities."
- **Police Leadership Transition:**
 - Despite thorough recruitment efforts involving staff and community input, the selected chief did not remain long-term.
 - Interim Chief Shane Wilson has stepped in and enjoys full support from the Police Department team.
 - The city will have the public safety leadership finalized by midyear.

These challenges highlight areas for growth, with targeted corrective actions aimed at strengthening community trust, communication, and stable public safety leadership moving into 2026.

As we close out 2025, I am filled with optimism. Prineville isn't just surviving; we're thriving because of you—our hardworking families, innovative businesses, and committed volunteers. Together, we've turned a small mill town into a dynamic community that balances tradition with progress. Let's carry this momentum into 2026 and beyond, ensuring Prineville remains a place where opportunity flows as freely as the Crooked River.

Thank you, God bless you, and God bless the City of Prineville.



Local Government Recommendation – Liquor License

Per OAR 845-005-0304(3): The Commission requires an applicant for issuance of a new license issued under ORS chapter 471, to provide written notice of the application to the local government in the form of a complete, accurate, and legible Commission form.

The local government is as follows:

- (a) If the address of the premises proposed to be licensed is within a city's limits, the local government is the city.
- (b) If the address of the premises proposed to be licensed is not within a city's limits, the local government is the county.

INSTRUCTIONS:

Step 1: Applicant completes all of Section 1 (including top of Page 2).

Step 2: Applicant submits both pages of the form to the appropriate local government. NOTE: The local government may require additional forms and/or fees.

Step 3: Local government completes at least Section 2 and returns all pages of the form, or a copy thereof, to the applicant. The local government is allowed up to 45 days to complete Section 3.

Step 4: Applicant takes the form with at least Sections 1 and 2 completed and includes it with their CAMP application to meet the Local Government Recommendation document requirement. Submissions that do not have at least Sections 1 and 2 completed will not be accepted.

Step 5: The local government issues its final recommendation in Section 3 and returns the completed form to the applicant. If the applicant has already submitted their initial application via CAMP, they hold on to the final recommendation and provide it to their investigator, when requested. If they have not already submitted their application, they upload the fully completed Local Government Recommendation form with their initial application submission.

Applicants within the city of Portland ONLY: After completing the attached form, please follow these steps to complete the Local Government Recommendation process:

- Apply via the [City of Portland website](#).
- Once you have completed the application with the City of Portland, you will receive an email notifying you that your application has been accepted, usually within two business days. The email will contain an attachment titled "ABC Public Notice."
- Upload the ABC Public Notice document with your CAMP application to meet the Local Government Recommendation document requirement.

NOTE: This document only provides proof of submission. Once you receive your final recommendation from the City of Portland, you will need to provide that to your assigned OLCC investigator.



Local Government Recommendation – Liquor License

Annual Liquor License Types	
Off-Premises Sales	Brewery-Public House
Limited On-Premises Sales	Brewery
Full On-Premises, Caterer	Distillery
Full On-Premises, Commercial	Grower Sales Privilege
Full On-Premises, For Profit Private Club	Winery
Full On-Premises, Non Profit Private Club	Wholesale Malt Beverage & Wine
Full On-Premises, Other Public Location	Warehouse
Full On-Premises, Public Passenger Carrier	

Section 1 – Submission – To be completed by Applicant:	
License Information	
Legal Entity/Individual Applicant Name(s): NEIGHBORHOOD SUSHI & PHO LLC	
Proposed Trade Name: N/A	
Premises Address: 234 N MAIN ST	Unit: STE B
City: PRINEVILLE	County: CROOK
Zip: 97754	
Application Type: <input checked="" type="radio"/> New License Application	<input type="radio"/> Change of Ownership
	<input type="radio"/> Change of Location
License Type: Limited On-Premises Sales	<input type="checkbox"/> Additional Location for an Existing License
Application Contact Information	
Contact Name: QIAN LI	Phone: 971-712-8981
Mailing Address: 8800 SE SUNNYSIDE RD STE 256S	
City: CLACKAMAS	State: OR
Zip: 97015	
Email Address: QIAN@LYTAXSERVICE.COM	
Business Details	
Please check all that apply to your proposed business operations at this location:	
<input type="checkbox"/> Manufacturing/Production	
<input type="checkbox"/> Retail Off-Premises Sales	
<input checked="" type="checkbox"/> Retail On-Premises Sales & Consumption	
If there will be On-Premises Consumption at this location:	
<input checked="" type="checkbox"/> Indoor Consumption	<input type="checkbox"/> Outdoor Consumption
<input checked="" type="checkbox"/> Proposing to Allow Minors	
Section 1 continued on next page	



Local Government Recommendation – Liquor License

Section 1 Continued – Submission - To be completed by Applicant:

Legal Entity/Individual Applicant Name(s): NEIGHBORHOOD SUSHI & PHO LLC

Proposed Trade Name: N/A

IMPORTANT: You MUST submit this form to the local government PRIOR to submitting to OLCC. Section 2 must be completed **by the local government** for this form to be accepted with your CAMP application.

Section 2 – Acceptance - To be completed by Local Government:

Local Government Recommendation Proof of Acceptance

After accepting this form, please return a copy to the applicant with received and accepted information

City or County Name:

Optional Date Received Stamp

Date Application Received:

Received by:

Section 3 – Recommendation - To be completed by Local Government:

- Recommend this license be granted**
- Recommend this license be denied** (Please include documentation that meets [OAR 845-005-0308](#))
- No Recommendation/Neutral**

Name of Reviewing Official:

Title:

Date:

Signature:

After providing your recommendation and signature, please return this form to the applicant.



OREGON LIQUOR & CANNABIS COMMISSION

Local Government Recommendation – Liquor License

Annual Liquor License Types

Off-Premises Sales	Brewery-Public House
Limited On-Premises Sales	Brewery
Full On-Premises, Caterer	Distillery
Full On-Premises, Commercial	Grower Sales Privilege
Full On-Premises, For Profit Private Club	Winery
Full On-Premises, Non Profit Private Club	Wholesale Malt Beverage & Wine
Full On-Premises, Other Public Location	
Full On-Premises, Public Passenger Carrier	Warehouse

Section 1 – Submission – To be completed by Applicant:

License Information

Legal Entity/Individual Applicant Name(s): The Rodeo Room, LLC

Proposed Trade Name: The Rodeo Room at Sons of Beer

Premises Address: 1320 NE Third St

Unit:

City: Prineville

County: Crook

Zip: 97754

Application Type: New License Application Change of Ownership Change of Location

License Type: Full On-Premises Sales

Additional Location for an Existing License

Application Contact Information

Contact Name: Taniah Evens

Phone: [REDACTED]

Mailing Address: 1320 NE Third ST

City: Prineville

State: OR

Zip: 97754

Email Address: [REDACTED]

Business Details

Please check all that apply to your proposed business operations at this location:

Manufacturing/Production

Retail Off-Premises Sales

Retail On-Premises Sales & Consumption

If there will be On-Premises Consumption at this location:

Indoor Consumption

Outdoor Consumption

Proposing to Allow Minors

Section 1 continued on next page



OREGON LIQUOR & CANNABIS COMMISSION

Local Government Recommendation – Liquor License

Section 1 Continued – Submission - To be completed by Applicant:

Legal Entity/Individual Applicant Name(s): The Rodeo Room, LLC

Proposed Trade Name: The Rodeo Room at Sons of Beer

IMPORTANT: You MUST submit this form to the local government PRIOR to submitting to OLCC.

Section 2 must be completed *by the local government* for this form to be accepted with your CAMP application.

Section 2 – Acceptance - To be completed by Local Government:

Local Government Recommendation Proof of Acceptance

After accepting this form, please return a copy to the applicant with received and accepted information

City or County Name:

Optional Date Received Stamp

Date Application Received:

Received by:

Section 3 – Recommendation - To be completed by Local Government:

- Recommend this license be granted
- Recommend this license be denied (Please include documentation that meets [OAR 845-005-0308](#))
- No Recommendation/Neutral

Name of Reviewing Official:

Title:

Date:

Signature:

After providing your recommendation and signature, please return this form to the applicant.



OREGON LIQUOR & CANNABIS COMMISSION

Local Government Recommendation – Liquor License

Annual Liquor License Types

Off-Premises Sales	Brewery-Public House
Limited On-Premises Sales	Brewery
Full On-Premises, Caterer	Distillery
Full On-Premises, Commercial	Grower Sales Privilege
Full On-Premises, For Profit Private Club	Winery
Full On-Premises, Non Profit Private Club	Wholesale Malt Beverage & Wine
Full On-Premises, Other Public Location	Warehouse
Full On-Premises, Public Passenger Carrier	

Section 1 – Submission – To be completed by Applicant:

License Information

Legal Entity/Individual Applicant Name(s): Fae Fire, LLC

Proposed Trade Name: Fae Fire

Premises Address: 449 NW 3rd St

Unit: A

City: Prineville

County: Crook

Zip: 97754

Application Type: New License Application

Change of Ownership

Change of Location

License Type: Limited On-Premises Sales

Additional Location for an Existing License

Application Contact Information

Contact Name: Rachelle Tripoli

Phone: [REDACTED]

Mailing Address: 449 NW 3rd St. Suite A

City: Prineville

State: OR

Zip: 97754

Email Address: chelle@faefire.shop

Business Details

Please check all that apply to your proposed business operations at this location:

Manufacturing/Production

Retail Off-Premises Sales

Retail On-Premises Sales & Consumption

If there will be On-Premises Consumption at this location:

Indoor Consumption

Outdoor Consumption

Proposing to Allow Minors

Section 1 continued on next page



OREGON LIQUOR & CANNABIS COMMISSION

Local Government Recommendation – Liquor License

Section 1 Continued – Submission - To be completed by Applicant:

Legal Entity/Individual Applicant Name(s): Fae Fire, LLC

Proposed Trade Name: Fae Fire

IMPORTANT: You MUST submit this form to the local government PRIOR to submitting to OLCC. Section 2 must be completed *by the local government* for this form to be accepted with your CAMP application.

Section 2 – Acceptance - To be completed by Local Government:

Local Government Recommendation Proof of Acceptance

After accepting this form, please return a copy to the applicant with received and accepted information

City or County Name: Prineville | Crook

Optional Date Received Stamp

Date Application Received: 1-2-2026

Received by:
Im

Section 3 – Recommendation - To be completed by Local Government:

- Recommend this license be granted
- Recommend this license be denied (Please include documentation that meets [OAR 845-005-0308](#))
- No Recommendation/Neutral

Name of Reviewing Official:

Title:

Date:

Signature:

After providing your recommendation and signature, please return this form to the applicant.



STAFF REPORT

MEETING DATE: 1/13/2026

PREPARED BY: Joshua Smith

SECTION: Council Business

DEPARTMENT: Planning

CITY GOAL: Position the City for the future

SUBJECT: AM-2025-105 Comprehensive plan and zone amendment.

REASON FOR CONSIDERATION:

The property owner applied for a zone change with the intention of expanding their business onto property they already own.

The Commission held a public hearing on 12/16/2025 in accordance with the City's land use code. Based on the staff report of those proceedings and no public opposition to the change, the Planning Commission has submitted a signed recommendation for approval.

In accordance with section 153.256.030 of the City's land use code, zone changes and plan map amendments do not require an additional public hearing before Council. "The City Council shall, in the absence of an appeal or review initiated by Council, adopt the Planning Commission decision. No argument or further testimony will be taken by the Council".

DOCUMENT OVERVIEW:

Planning Commission Recommendation: This document provides background information with conclusions and recommendation from the Planning Commission to approve the zone change.

DECISION:

- Do not initiate a review: Staff will prepare an Ordinance for an official vote at the next available Council meeting, with no public hearing.
- Initiate a review: Staff will prepare an Ordinance and provide notice of a public hearing at the next available Council meeting, where an official vote may be made.



CITY OF PRINEVILLE
DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT
PLANNING COMMISSION RECOMMENDATION

File No.:	AM-2025-105
Applicant/Owner:	Dixie Land LLC P.O. Box 72 Halsey, OR 97348
Consultant:	LUA Consulting, (Jordan Cogburn) P.O. Box 5831 Eugene, OR 97405
Location/Zoning:	1220 NW Gardner Road. Map and Tax lots 141536A002501. Also identified as Parcel 2 of partition plat 2006-49. The property is currently zoned Light Industrial (M1).
Notice DLCD:	11/7/2025
Neighbor:	11/18/2025
Newspaper Notice:	Planning Commission Notice – 12/2/2025
Public Hearing:	Planning Commission – 12/16/2025
Criteria:	City Land use Code Chapter 153 sections 153.037, 153.051, 153.060, 153.201, 153.230 – 153.236, 153.252 & 153.256. City Comprehensive Plan Chapters 2, 3, 5, & 6. ORS – 227 & 197, OARs – 660-009, 660-012, 660-015.
Related Documents:	Planning Application - AM-2016-103, PP. 2003-34, PP. 2006-49
Staff Reviewer:	Joshua Smith, Planning Director

Proposal:

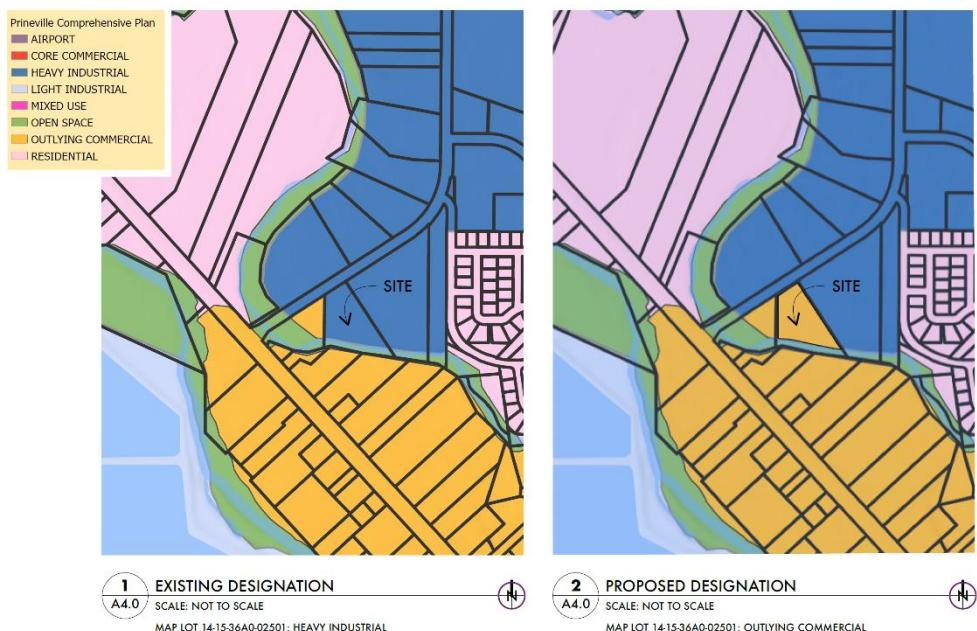
The Applicant is requesting approval of a zone change from Light Industrial (M1) to General Commercial (C2) as well as a comprehensive plan amendment from Heavy Industrial to Outlying Commercial. The existing Grocery Bandit commercial use abutting to the west is seeking to expand the commercial operations, including additional storage areas to the east of the existing structure. The anticipated commercial expansion will require the consolidation of the two jointly owned parcels into a single lot as the existing structure cannot be expanded across the current property line and the use is not on the list of allowed uses in the Light Industrial zone. Prior to the submittal of a lot consolidation application, the owner seeks to rezone the vacant parcel in order to avoid a split zoned property.

Below are several images of the property with proposed zone changes.

1. Aerial image (2023) of the property with floodplain comparison.



2. Proposed comprehensive plan amendment



3. Proposed zone amendment



Background: This property was annexed into the City as light industrial in January of 1989 (resolution 677) as part of a larger industrial lands annexation. The zone was designated as light industrial presumably because of the previous County zone and proximity to residential and commercial uses; though the Comprehensive plan designation remains heavy industrial. The property was a part of two partitions. The first in 2003 (PP. 2003-34) and again in 2006 as parcel 2 of PP. 2006-49. The property remains mostly vacant and is owned and utilized by the neighboring retail business; Grocery Bandit, on parcel 1 of the same plat. The current retail store on parcel 1 was originally developed in 2007 as a retail furniture store. A furniture store is one of the few types of retail allowed in the City's Light Industrial zone. In 2016 the zone of parcel 1 was changed from light industrial (M1) to General Commercial (C2), by planning application AM-2016-103 to accommodate the current use. The previous owner of the Grocery Bandit intended to use parcel 2 (the subject property) for more industrial warehousing purposes in conjunction with the grocery store. The new owners intend to consolidate the properties back to the original parcel in 2003 and expand the retail business.

Findings Summary: Staff finds that the requested plan amendment and zone change is a reasonable and appropriate request. The proposal will increase commercial C2 zoning without a significant impact to the current industrial zone or Natural Features Overlay District. This proposal will increase the commercial node near existing residential homes and an existing off highway path that further connects the proposal to residential areas. The proposal allows an existing business to expand its operations now and into the future, providing economic opportunities within the community.

SECTION 1: Code of Ordinances – Chapter 153, Land Use Code

Criteria: 153.037 COMMERCIAL & INDUSTRIAL USE TABLE

M1 Light Industrial Zone

General Retail – Not Allowed

Grocery, Store or Market – Not Allowed

C2 General Commercial Zone

General Retail – Outright

Grocery, Store or Market – Outright

FINDING 1A: As shown above, the proposed expansion of the commercial use is not allowed in the M1 light industrial zone, but is allowed as an outright use in the General Commercial C2 zone. Due to the desire to expand the adjacent commercial use and with nearby residential uses; staff felt a zone change was a reasonable request that is justifiable.

Criteria:

153.051 GENERAL COMMERCIAL C-2 ZONE

In a C-2 Zone, the following regulations shall apply.

(A) Purpose. *The purpose of the C-2 Zone is to provide for those commercial uses which are considered more desirable to be located in an area outside of the downtown commercial core area, that are more dependent upon and create the highest volumes of vehicular traffic, are considered the heaviest or most intensive type of commercial uses, which actually involve a combination of heavy commercial and light industrial type uses, which commonly involve expansive areas of outside storage and displays of products and are more traveler oriented.*

153.060 LIGHT INDUSTRIAL M-1 ZONE.

In an M-1 Zone, the following regulations shall apply.

(A) Purpose. The purpose of the Light Industrial M-1 Zone is to provide for a wide range of industrial uses, but limiting or excluding those industrial uses which are generally not considered compatible with adjoining commercial or residential areas and which, in many cases, involve industrial uses which involve hazardous or nuisance creating conditions.

FINDING 1B: The C2 and M1 zones intersect on many uses but split when it comes to retail. Generally, only bulk retail like furniture or landscape materials are allowed in the M1 zone. This area fits the purpose of the M1 and C2 zones, however; due to the proximity to residential uses and the desire to expand an existing retail business, the C2 zone is justifiable.

Criteria: 153.256.030. Decision on plan amendments and zone changes.

A. Except as set forth herein, the Planning Commission when acting as the Hearings Body shall have authority to make decisions on all quasi-judicial zone changes and plan amendments. Prior to becoming effective, all quasi-judicial plan amendments and zone changes shall be adopted by the City Council.

B. In considering all quasi-judicial zone changes and those quasi-judicial plan amendments on which the Planning Commission has authority to make a decision, the City Council shall, in the absence of an appeal or review initiated by the Council, adopt the Planning Commission decision. No argument or further testimony will be taken by the Council.

Finding 1C: This proposal is for a Comprehensive Plan Map and Zoning Map amendment. As such it is subject to the process outlined in 153.230 – 153.236 and plan amendment decisions stated above. The purpose of the public hearing is to make a decision on the proposed amendment based on this staff report, the materials submitted by the applicant, and all comments and considerations raised through the land use application and hearings process. As stated in the absence of an appeal or review initiated by the Council, the Council shall adopt the Planning Commission decision with no argument or further testimony.

SECTION 2: Code of Ordinances, Title XV – Chapter 154, Comprehensive Plan

Chapters of the Comprehensive Plan that are relevant and applicable to the proposed Comprehensive Plan Map and Zoning Map amendment are discussed below. City Planning Staff generally agrees with the findings in the applicant's burden of proof and adds the following analysis:

City of Prineville Comprehensive Plan - Chapter 2: Urban Land Uses and Zoning Designations

Goal # 1: Create land use regulations that enhance Prineville without sacrificing community values.

Commercial Zone Values and Policies

- Commercial zones shall be places that provide a wide range of services and goods to citizens in a convenient manner and without creating unnecessary subsidies.
- Commercial areas, nodes, and zones should be located throughout the community to provide convenient shopping, employment, and services to citizens in an efficient manner.
- Commercial zones should provide adequate opportunities to locate and operate businesses so Prineville can be as self-sufficient as possible without requiring citizens to make excessive vehicle trips to other communities.

Finding 2A: This property is adjacent to an existing retail business (Grocery Bandit), that provides a commercial node for two existing subdivisions off Western Sky Road and future apartment complex to the north. While the City does have adequate commercial zoning; much of it is underdeveloped or being used as residential. The applicant has a desire to expand the grocery store onto this property. This would expand the commercial node and capacity of the business to meet the needs of an increased population in the area and community as a whole. Staff finds that the proposal is consistent with the Comprehensive Plan commercial values and policies.

Goal # 5: Establish growth management tools and other strategies to pace land development with the ability to provide the required services within the community

Growth Management Community Values and Policies

- Prineville will need to utilize various planning strategies to accommodate growth and have a higher success rate for developing as intended and with minimum conflict.

Finding 2B: This plan amendment zone change will allow an existing business to expand within the City with minimal conflict to existing uses and traffic patterns. Staff finds that the proposal is consistent with these values and policies.

City of Prineville Comprehensive Plan - Chapter 3: Natural Environment

Goal # 1: Protect and enhance identified Goal 5 resources and other features of the natural environment using a variety of methods and strategies

Natural Environment Values and Policies

- Local citizens desire to be good stewards of their community's natural resources, including significant natural resource sites and natural hazards shown on the Prineville Goal 5 and 7 inventory.
- Riparian and wetland areas support important wildlife and ecology and should be retained and enhanced to the greatest extend possible. Wildlife habitat associated with rivers, creeks and wetlands will be protected by maintaining and enhancing riparian vegetation within significant riparian corridors.
- The creeks and rivers that traverse the community need special setback protection and corridor enhancement. Prineville has applied a three-tiered protection program that recognizes different levels of development that have occurred near Ochoco Creek, Crooked River, and the Hudspeth and Ryegrass Drainages.
- The Prineville community has long experience with damaging floods. Prineville will amend the floodplain ordinance to incorporate a "no net loss of flood storage capacity" standard. Significant riparian corridors and wetlands within the 100-year floodplain will have a high level of protection.

Finding 2C: The applicant is aware that the entire property is within the Natural Features Overlay District. Specifically the property is within the 100-year floodplain and 50 foot setback to Ochoco Creek. A zone change from M1 to C2 does not change floodplain and setback requirements. Floodplain standards and setbacks will be reviewed as part of a future development application.

City of Prineville Comprehensive Plan – Chapter 5: Economy

Goal # 1: Provide adequate industrial and commercial land inventories to satisfy the urban development needs of Prineville for at least the 20 year planning horizon.

Economic Values and Policies

- Updates to inventories and analysis of needed industrial and commercial land types, existing land supplies, and economic development strategies for meeting the requirements of the community are essential. It is necessary to provide adequate buildable industrial and commercial land for at least 20 years.
- Additional land is needed to support commercial and industrial uses. Where there are particular locational requirements for certain activities, amendments to the Comprehensive Plan may be necessary. Amendments should be evaluated in relation to all applicable policies of the Comprehensive Plan.

Finding 2D: This section of the Comprehensive Plan considers industrial and commercial land needs. The City is currently updating its economic opportunities analysis that will determine land need for the 20-year planning horizon. The existing analysis detailed in Chapter 5 identifies an unmet commercial need of approximately 100 acres. This will likely be significantly lower with the new analysis. This zone change will only provide approximately 1.3 acres of buildable land. The loss of industrial land will be insignificant considering the property is already owned and partially used by the adjacent commercial use. Staff finds that this zone change is consistent with the values and policies of Chapter 5 as it will provide needed commercial zoning with particular location requirements.

City of Prineville Comprehensive Plan – Chapter 6: Transportation

Goal #1: Ensure a safe, efficient, and accessible transportation system for all users.

General Transportation Street Network Policies

4. Require new developments to include an analysis of transportation impacts, needs, and mitigation options. When warranted, require that development projects provide a Transportation Impact Analysis or Transportation Impact Letter analyzing project conditions in order to minimize impacts and protect transportation facilities.

Finding 2E: The applicant has submitted a traffic impact analysis. This analysis shows a potential for retail use to generate more trips than those allowed in the M1 zone; however, the analysis shows no significant impact if future uses are limited to a trip cap of 599 weekday daily trips or 78 weekday P.M. peak hour trips. This is a significant trip count that will likely not be reached by the expansion of the adjacent business. This will be analyzed further at time of development. This trip cap shall be stated as a condition in the implementing Ordinance.

SECTION 3: Oregon Administrative Rules

Criteria: OAR 660-009, 660-012, 660-015

Finding 3A: The applicant's submittal addresses the appropriate Oregon Administrative Rules (OARs) for transportation, economic development and the statewide planning goals. In review of the applicant's responses to the various code sections, staff generally agrees with the applicant's findings and adds the following analysis:

- **OAR 660-009, Economic Development:** The intent of this division is to link planning for an adequate land supply; to infrastructure planning, community involvement and coordination among local governments and the state. The purpose of this division is to implement Goal 9, Economic Development and provide adequate opportunities for a variety of economic activities throughout the state. The City is currently updating its economic opportunities analysis. This analysis will likely show that additional commercial zoning is not needed, however; this zone change will help expand an existing business, meeting the purpose of Goal 9. This change will only provide approximately 1.3 acres of buildable commercial land. The loss of industrial land will be insignificant considering the property is already owned and partially used by the adjacent commercial use.
- **OAR 660-012, Transportation Planning:** The purpose of this rule is to provide and encourage a safe, convenient, and economic transportation system. It ensures that when a zone is changed, the allowed land uses are consistent with performance requirements in the City's transportation system plan (TSP). The applicant has provided a traffic assessment with findings and recommendations. As indicated in these findings the functional classification of the roadways serving the property will not change and no significant impact is found if a trip cap of 78 P.M. peak hour trips is implemented. Traffic impact of any new development will be reviewed again during the site plan review process and may limit development or require additional mitigating improvements.
- **OAR 660-015, Statewide Planning Goals:** The purpose of this rule is to outline the 19 statewide planning goals that all land use laws in Oregon are based on. The applicant effectively addresses how the proposal conforms to each applicable statewide planning goal. City staff agrees with the applicant's findings with no additional analysis.

Planning Commission Recommendation:

Based on the findings above, the Planning Commission finds the proposed Comprehensive Plan Map and Zoning Map amendments are consistent with the City's Zoning Ordinance and Comprehensive Plan as well as state planning goals, statutes and administrative rules.

The Commission recommends the City Council approve the proposal with the recommended trip cap identified in the applicant's traffic study.

Marty Bailey: *Marty Bailey*
Planning Commission Chair

Date: *12-16-15*



STAFF REPORT

MEETING DATE:	1/13/2026	PREPARED BY:	Casey Kaiser
SECTION:	Council Business	DEPARTMENT:	IT / Police / Railroad
CITY GOAL:	Quality Municipal Services & Programs		
SUBJECT:	City Purchase of two Electric Vehicles utilizing ODOT Grant Funding		

REASON FOR CONSIDERATION:

To request City Council approval for the purchase of two electric vehicles (EVs) for the Information Technology and Railroad departments utilizing grant funding awarded by the Oregon Department of Transportation (ODOT).

BACKGROUND:

The City of Prineville was awarded grant funding through the Oregon Department of Transportation (ODOT) to support the procurement of electric vehicles for eligible City operations. The grant allows for the purchase of EV vehicles in compliance with **Oregon Revised Statutes (ORS) 279**, which governs public contracting and procurement.

To meet grant and procurement requirements and ensure timely delivery, the City will utilize the **State of Oregon Price Agreement #1658 with Kendall Ford**. The purchase will be made under the agreement's **in-stock purchase clause (Section 1.3.7)**, allowing the City to acquire available vehicles without delay. Use of the State Purchase Agreement ensures competitive pricing, contract compliance, and efficient procurement.

The proposed EVs will replace existing light-duty gasoline vehicles used by the Information Technology and Railroad departments. These vehicles have been identified as suitable based on operational needs, usage, and lifecycle considerations.

FISCAL IMPACT:

The majority of the purchase cost will be funded by the ODOT grant. Required 10.27% City match will be funded through the approved vehicle replacement budget. Electric vehicles are expected to reduce long-term fuel and maintenance costs compared to traditional gasoline-powered vehicles. The total price of these two vehicles is \$133,517.00. Staff anticipates purchasing a 3rd vehicle utilizing remaining grant funds at such time as one is available.

RECOMMENDATION:

Staff recommends City Council approve the purchase of two electric vehicles for the Information Technology and Railroad departments for \$133,517.00 using ODOT grant funding and the Kendall Ford Statewide Price Agreement #1658 under ORS 279.

City Manager Update to Council

January 13, 2026

Public Safety / Dispatch

The 2025 Shop With a Cop program was a huge success, and pictures can be seen on PD's Facebook page. The dash and body cam rollout project is underway. We have another new officer, Marlin that just started the academy and is expected to graduate in April. PD has received its six new vehicles and will begin additional police equipment installation two at a time.

Dispatch has a new hire who will begin the academy soon.

Public Works

Ongoing progress on the construction of the plumbing, electrical, and well house for our new ASR 2 Well continues. We remain on track to have this well completed and operational by late spring.

Work is ongoing on the complex permitting and environmental studies for the ASR Horizontal Source well in the Crooked River Well field. As a reminder, this is the next critical step in expanding our ASR system and will greatly increase the source capacity of our water system.

All equipment is prepared and ready to handle winter weather conditions if and when they arrive. Typically, we are regularly sanding and plowing at this time of year.

We are finalizing the contracts and preparing to begin the design process for all water and wastewater infrastructure to connect the currently unconnected residences in the City and within the UGB. This has been a long-standing city priority, and thanks to Caroline's success in securing funding, we can now move forward with this extensive design project.

Robbie retired at the end of December after 39 years of service. Please join me in thanking him for his years with the city and congratulating him on his retirement.

Railroad

Storage cars are coming in, helping keep revenue in check with the temporary slowing of barley.

Meadow Lakes Golf

December was a very strong month for Meadow Lakes, and was equivalent to October activity due to warmer weather.

The annual golf certificate sales were a success, as well as the annual golf shop holiday sale.

The restaurant remained busy through the holidays and will be extending their lease for another two years.

Airport

The recently completed T hanger project now has three tenants. The leasing slowed a bit during the holiday season; however, Kelly anticipates the other 7 spots will be filled in no time.

Planning

Josh has been working on a couple of potential residential subdivisions north of town.

Josh is still working with DLCD on a couple of grants for the housing analysis and code amendments.

Human Resources

Karee has been onboarding new employees from recent or soon-to-be retirements.

Now that the dust has settled somewhat from changes in laws and consequences from the “Big Beautiful Bill” that needed to be resolved, it is time to start the significant policy update.

Information Technology

The IT team has been making the rounds at all of the communication sites to for winter and preventative maintenance.

Finance

The annual audit was completed and went great. Again, thank you to the Finance team for keeping the city's finances in great shape.

City Recorder/Risk Management – No Update

City Legal – No Update

EDCO – No Update

Public Relations

Facebook followers continue to increase, with the largest number still being women and 20% of them being 65+ in age.

Mayor/Council

It's almost that time of year to file your annual Statement of Economic Interest with the OGEC, so keep an eye out for an email from them to complete that before April 15th.

Economic Development and Strategic

The Railroad Crisis grant funds have now been pushed out to February.

Other



STAFF REPORT

MEETING DATE:	1/13/2026	PREPARED BY:	Joshua Smith
SECTION:	Council Business	DEPARTMENT:	Planning
CITY GOAL(S):	Position City for the Future		
SUBJECT:	Oregonians for Floodplain Protection (OFP), coalition against FEMA proposed rules.		

REASON FOR CONSIDERATION:

Join a coalition of City's, Counties and other organizations helping to fund opposition to FEMA's proposed rule changes. As previously discussed with Council, FEMA's proposal to integrate endangered species protections into local flood codes is administratively impractical to implement and enforce. Staff maintains that these rules do not provide a viable solution to the identified issues, nor do they represent an improvement over existing regulations. Currently, Oregon Floodplain Partners (OFP) is the primary organization leading the challenge against these changes. Supporting this coalition is not an endorsement of floodplain development or a dismissal of endangered species protections; rather, it is a targeted effort to oppose flawed federal policy.

FISCAL IMPACT:

I one-time monetary contribution from the Planning Department budget at a level the Council is comfortable with. At this time Crook County has donated \$5,000 to the effort. This level of funding is within the current Planning Department budget.

RECOMMENDATION:

Due to the severity of these proposed changes staff recommends matching the County's donation. Even if the effort ultimately fails, it demonstrates some strategic effort by the City to protect its citizens from flawed federal policy.

Motion: I move to contribute \$_____ to Oregonians for Floodplain Protection.

RELATED DOCUMENT(S):

1. OFP Advocacy statement.
2. OFP white paper.
3. OFP contribution form.

The Federal Emergency Management Agency – FEMA – has proposed a new plan. The proposal threatens Oregonians’ ability to obtain critical federal flood insurance while forcing potential harmful land use regulations on our communities.

It is called the Draft Implementation Plan for NFIP-ESA Integration. Its purpose is to incorporate protection of threatened and endangered species under the Endangered Species Act (ESA) with rules governing the National Flood Insurance Program (NFIP).

Insurance provided by the NFIP is an essential tool to help communities rebuild after a crisis; physically, socially and economically. And many institutions require property owners to have flood insurance before providing mortgages and other loans.

If approved, the implementation plan will affect more than 230 cities in 30 of Oregon’s 36 counties and jeopardize their access to federal flood insurance.

Like all Oregonians, we fully support protecting salmon – an important part of our state’s history, identity and economy. But we strongly believe this is the wrong way to go about it.

To protect these fish, FEMA says that local governments must apply new, stringent limitations on land uses to make their communities eligible for NFIP. This creates a double bind for cities and counties.

On the one hand, they must interpret and apply broad-ranging and vague limits on virtually every type of land use in a floodplain – from homes to farms to roads, from new construction to maintenance and repairs. On the other hand, failure to do so adequately can shut a community out of the NFIP.

Here are just a few of the ways the draft implementation plan could hurt property owners and communities:

- It would add new limits to activities in floodplains – while expanding the definition of the floodplain. This will reduce developable land despite a community’s state-approved zoning and development plans.
- It would interfere with the state’s priority housing goals – while disproportionately affecting low-income Oregonians.
- It could interfere with basic farming practices, requiring expensive – or even unworkable – mitigation for routine activities.
- It could disrupt recreation and tourism in many ways – from restricting building and maintaining boat launches and marinas to preventing new tourist facilities and road improvements near waterways.
- An unfunded federal mandate, it will shift the burden of regulation from FEMA to local governments, requiring unprecedented amounts of research, additional staffing and consultants – while potentially reducing revenue from property taxes.

One principal result will be a massive backlog in the permitting process as well as skyrocketing permitting costs that could make development unaffordable. High costs and reduced property taxes will also drain resources for other government operations.

Despite almost universal criticism about the plan from Oregonians during a public comment period, FEMA is determined to proceed – a bleak prospect for our state.



NOW IS YOUR CHANCE TO COMMENT ON FEMA'S COSTLY PLAN TO STYMIE DEVELOPMENT IN FLOODPLAINS. COMMENT DEADLINE IS OCTOBER 6th

FEMA is forcing jurisdictions in Oregon to implement strict new rules for development or face elimination from the National Flood Insurance Program, which would result in loss of flood insurance and federal disaster assistance. This affects 31 of Oregon's 36 counties.

FEMA's proposed rules include a "no net loss" standard for floodplain development that must be met for cities and counties to remain in the NFIP. Any loss of flood storage (e.g. building structures or storing equipment in the floodplain), pervious surface (e.g. driveways, sidewalks and roads made of substances that don't allow water through), or vegetation (e.g. removal of trees) must be offset, in many cases at ratios greater than 1:1.

FEMA has issued a Draft Environmental Impact Statement (DEIS) assessing the impact of its Plan on the economy and environment. Here are some of the conclusions of the DEIS:

- Building a 1500 sq. foot structure with a 20x40 foot driveway in the floodplain would require 6800 cubic feet of soil and 4600 square feet of pervious surface to be removed from the floodplain to mitigate impacts on flood storage and water quality.
- Removed trees would need to be replaced at ratios ranging from 2:1 up to 12:1.
- Complying with these rules would likely require obtaining second piece of land at the same elevation in the floodplain on which to conduct the required mitigation.
- The cost of construction for homes and commercial structures could increase by nearly 30 percent. The cost of a mortgage on a typical new home could increase more than \$7500 a year in mortgage/interest payments due to these higher costs.
- Remodeling or expanding existing development on residential, commercial and industrial land would likely require a different and more expensive design.
- If a farmer wants to build a new barn, the cost could increase by about 12 per cent.
- 233 Oregon communities participate in the NFIP. The administrative costs of implementation for each jurisdiction is estimated at 60,000 to more than \$1 million, with total cost between \$23 million to \$47 million for the full Oregon plan area.

The DEIS presents three alternatives. Alternative 1 would allow the NFIP to operate in Oregon as it did prior to the implementation of temporary compliance measures that took effect last year. Alternatives 2 and 3 require the "not net loss" standard described above.

What can YOU do? FEMA is required to consider public comments on the DEIS. FEMA wants to hear about which alternative they should select and why, and any impacts that are not adequately described in the DEIS. You can submit written comments until October 6th. More information is available on our coalition website, <https://floodplainprotection.org>.

Oregonians for Floodplain Protection is a 501C4 organization made up of industry groups, jurisdictions and citizens concerned about FEMA's costly plan for the NFIP in Oregon



Oregonians for Floodplain Protection Contribution and Membership Form

Advocating for sustainable floodplain development policies

1. Participating Entity

The Organization or Jurisdiction listed below
 Individual

For Organizations/Jurisdictions:

Organization/Jurisdiction: _____

Mailing Address: _____

Website: _____

2. Contact Information

Name: _____ Title (if applicable): _____
Contact Email: _____ Contact Phone #: _____

3. Contribution (contributions are not tax deductible)

I/the above listed entity will contribute the following:

<input type="checkbox"/> \$1,000	<input type="checkbox"/> \$15,000	<input type="checkbox"/> \$100,000
<input type="checkbox"/> \$2,500	<input type="checkbox"/> \$20,000	<input type="checkbox"/> Other \$ _____
<input type="checkbox"/> \$5,000	<input type="checkbox"/> \$25,000	
<input type="checkbox"/> \$10,000	<input type="checkbox"/> \$50,000	

Oregonians for Floodplain Protection is a 501C4 not-for-profit social welfare organization. Membership is optional and subject to approval by the Board of Directors. Members are authorized to vote for the organization's Directors and on other fundamental matters in accordance with the organization's policies. Neither members nor non-member contributors are publicly disclosed unless the box is checked below approving use of name/logo. Annual minimum membership contribution for individuals is \$10. Annual minimum membership contribution for cities and counties is based on jurisdiction population. The minimum amounts are \$1000 for jurisdictions with populations under 500 people, \$2500 for jurisdictions with populations between 500-999 people, \$5000 for jurisdictions with populations between 1000 - 4,999 people and \$10,000 for jurisdictions with populations between over 5000 people.

4. Additional Support (Non-financial)

Please select the additional ways that you or your entity would like to contribute:

You can use my/our name/logo on your website
 I/we will contact our members of Congress and legislators
 I/we will engage my/our own lists of constituents/members in Calls for Action and other grassroots activities
 I/we am/are interested in organizing a meeting in my/our community to educate citizens about FEMA's plan
 I/we will help identify the specific impacts of FEMA's plan on my community and share with OFP
 I/we will help identify impacted property owners to tell their story on the coalition website and in other venues
 I/we are interested in committing expertise (legal, marketing, administrative support, government affairs, etc.)
 Other: _____

Please return this form to info@floodplainprotection.org. Upon receipt an invoice will be sent to the contact information above. If you have additional questions about the coalition and use of funds please contact us at info@floodplainprotection.org. Thank you for your support!



STAFF REPORT

MEETING DATE:	1/13/2026	PREPARED BY:	Casey Kaiser
SECTION:	Resolutions	DEPARTMENT:	Public Works
CITY GOAL:	Quality Municipal Services & Programs		
SUBJECT:	Resolution 1635 Authorizing an amendment to the agreement with Crook County to receive hauled waste from the Crook County Landfill		

REASON FOR CONSIDERATION:

The Wastewater Disposal Agreement between the City of Prineville and Crook County was originally approved approximately 1 year ago and is now expiring in January of 2026. Consideration is requested to authorize an extension of that existing Wastewater Disposal Agreement for an additional year. Approval of this extension will allow the City to continue receiving septic and other hauled waste from the Crook County Landfill at the City's Wastewater Treatment Plant (WWTP).

BACKGROUND:

The City of Prineville operates a permitted Wastewater Treatment Plant that has the capacity and regulatory approvals necessary to receive hauled wastewater. Crook County operates a county landfill facility that receives hauled waste (septage, biosolids, and wastewater) requiring lawful disposal. Because the County does not operate its own wastewater treatment facility, it currently relies on the City's WWTP for disposal of the hauled waste.

In January 2025, City Council approved Resolution No. 1611, authorizing execution of a Wastewater Disposal Agreement between the City and Crook County. The Agreement grants Crook County the ability to deliver hauled wastewater to the City's WWTP, subject to volume limits, operating hours, Oregon DEQ requirements, and City operational discretion.

The Agreement established an initial six-month term with an option to renew for an additional six months, with a disposal rate of \$0.07 per gallon. The Agreement also includes provisions related to termination, suspension of service, environmental compliance, and protection of the City's treatment infrastructure.

The Agreement has functioned as intended, with no material operational issues, regulatory violations, or adverse impacts to the City's WWTP. Crook County has complied with disposal specifications and payment terms. Extending the Agreement for an additional year will allow continuity of service while preserving the City's contractual protections and termination rights.

FISCAL IMPACT:

The Agreement provides a direct revenue source to the City through disposal fees paid by Crook County at a rate of \$0.07 per gallon. Revenues offset operational and administrative costs associated with receiving and treating hauled wastewater. No additional capital expenditures are required to continue the Agreement, and staff does not anticipate increased operating costs beyond those already recovered through the established rate structure.

RECOMMENDATION:

Staff recommends that City Council approve resolution 1635 authorizing the extension of the Wastewater Disposal Agreement with Crook County for an additional one-year term, allowing the City of Prineville to continue receiving septic and hauled wastewater at the Wastewater Treatment Plant under the existing terms and conditions.

ATTACHMENT(S):

Resolution 1635, Amendment to the Wastewater Disposal Agreement with Crook County

RESOLUTION NO. 1635
CITY OF PRINEVILLE, OREGON

**A RESOLUTION APPROVING AN AMENDMENT TO WASTEWATER DISPOSAL
AGREEMENT WITH CROOK COUNTY**

Whereas, City of Prineville (“City”) and Crook County (“County”) are parties to that certain Wastewater Disposal Agreement (“Agreement”) effective on or about January 14, 2025, for the County to dispose of wastewater carried from its operations of its landfill.

Whereas, an amendment to the Agreement is required to extend the terms of the Agreement by an additional year.

Whereas, the City and County have negotiated an Amendment to Wastewater Disposal Agreement (“Amendment”), attached to this Resolution and incorporated herein.

Whereas, City staff believes it is in the best interest of the City to approve and execute the Amendment

NOW, THEREFORE, the City of Prineville resolves that the attached Amendment is hereby approved and that the Mayor and the City Manager is authorized to sign such Agreement on behalf of the City.

Approved by the City Council this ____ day of January, 2026.

Rodney J. Beebe, Mayor

ATTEST:

Lisa Morgan, City Recorder

AMENDMENT TO WASTEWATER DISPOSAL AGREEMENT

THIS AMENDMENT TO WASTEWATER AGREEMENT (“Amendment”) is made and entered into by and between the City of Prineville, an Oregon Municipal Corporation (“City”), and Crook County (“County”), a political subdivision of the State of Oregon. Each City and County may be referred to as “Party” and collectively “Parties.”

RECITALS

Whereas, the Parties hereto executed a Wastewater Disposal Agreement effective January 14, 2025 (“Agreement”) attached as Exhibit A, and incorporated herein.

Whereas, the Agreement terminates on January 14, 2026.

Whereas, the Parties desire to extend the term of the Agreement.

AMENDMENT TERMS

NOW, THEREFORE, for good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

- 1. Extended Term.** The term of the Agreement shall be extended through January 31, 2027, unless sooner terminated in accordance with Section 3 of the Agreement.
- 2. Reaffirmation of Intergovernmental Agreement.** Except as modified by this Amendment 5, all terms and conditions of the Agreement and any prior amendments are reaffirmed and remain unmodified and in full force and effect.
- 3. Counterparts.** This Amendment may be executed in one or more counterparts, including electronically transmitted counterparts, which when taken together, shall constitute one in the same original. Facsimiles and electronic transmittals of signed documents shall be binding as though they were an original as such signed document.

[Signature Page to Follow]

CROOK COUNTY COURT

Seth Crawford, County Commissioner

Susan Hemreck, County Commissioner

Brian Barney, County Commissioner

Date

CITY OF PRINEVILLE

Jason Beebe, Mayor

Date

Steve Forrester, City Manager

Date

RESOLUTION NO. 1636
CITY OF PRINEVILLE, OREGON

**A RESOLUON APPROVING APPROPRIATION ADJUSTMENTS TO THE BN
2025-27 BUDGET FOR THE THIRD QUARTER OF THE FIRST FISCAL YEAR**

Whereas, The following appropriation adjustment to the BN 2025-27 budget for the third quarter of the first fiscal year of the biennium are required to provide for unexpected needs or to expend certain funds not anticipated at the time the budget was adopted, and hereby authorized in accordance with ORS 294.463(2), renumbered from 294.450(2):

Emergency Dispatch Fund	Increase	Decrease
Materials and Services	\$25,000	
Capital Outlay	\$560,000	
Personnel Services		\$585,000
	\$585,000	\$585,000

To provide dollars needed in materials and services due to increases in 911 equipment maintenance and in capital outlay for the council approved digital radio coverage expansion. A decrease in personnel services will offset the increase in both materials and services and capital outlay.

Wastewater Fund	Increase	Decrease
Materials and Services	\$80,000	
Capital Outlay	\$535,000	
Contingency		\$615,000
	\$615,000	\$615,000

To provide dollars needed in materials and services and in capital outlay to allow for the potential purchase of the wastewater solar facility and the operations of the facility. A decrease in contingency will offset the increase in both materials and services and capital outlay.

Now, therefore, the City of Prineville Resolves as follows:

1. The Prineville City Council approves the total budget appropriation transfer as set out within this Resolution.

Approved by the City Council this 13th day of January, 2026.

Rodney J. Beebe, Mayor

ATTEST:

Lisa Morgan, City Recorder



STAFF REPORT

MEETING DATE: 1/13/2026

PREPARED BY: Lori Hooper Antram

SECTION: Resolutions

DEPARTMENT: Finance Department

CITY GOAL: Fiscal Responsibility and Position the City for the Future

SUBJECT: Resolution 1637 - Wastewater Facility Solar System Purchase

REASON FOR CONSIDERATION: The wastewater treatment plant (WWTP) solar facility has been a valuable asset for Prineville, saving money and furthering renewable energy use. Unfortunately, the private ownership model that enabled its installation has now become a liability due to unforeseen circumstances. By purchasing the solar facility, the City can resolve the current uncertainty and secure long-term, low-cost power for the WWTP and other facilities. The solar facility acquisition, for \$525,000 (inclusive of settling outstanding obligations), appears to be a sound investment: the City would likely recover that cost in under 4 years largely through its electrical utility savings.

BACKGROUND: The City has been doing its due diligence over the last several months to ensure that the solar facility is in good working order and getting an assessment of the facility's value. The City commissioned Carolina Solar, who has experience with the solar facility, to do a site inspection and also a valuation. Carolina Solar provided a report showing the solar facility is in good working order with only minor issues, and they provided an analysis on the valuation.

The City's Attorney has been working with the facility's owner, Westlake Solar Panels, LLC, to come to an agreement for the City to take ownership of the solar facility. The negotiated agreement is set forth through Resolution 1637.

FISCAL IMPACT: Purchasing and operating the solar facility is estimated at \$525,000, as stated in the agreement, plus \$50,000 in materials and services for maintenance. Ownership yields significant savings over 20 years in the Wastewater Fund. The estimated O&M cost (\$25,000/year) includes funds reserved for major replacements like inverters.

The Wastewater Fund does have the cash on hand to make this purchase and continue to cover its current obligations.

RECOMMENDATION: Staff recommends the approval of Resolution No. 1637, a resolution approving a personal property sale agreement with Westlake Solar Panels, LLC.

RESOLUTION NO. 1637
CITY OF PRINEVILLE, OREGON

**A RESOLUTION APPROVING A PERSONAL PROPERTY SALE AGREEMENT
WITH WESTLAKE SOLAR PANELS, LLC**

Whereas, Westlake Solar Panels, LLC (“Westlake”) owns personal property consisting of a solar energy facility (“Property”) located at on City of Prineville’s (“City”) real property at 2101 NW O’Neil Highway, Prineville, Oregon, and more particularly described as Parcel 3 of Partition Plat 2015-02, as recorded in the Crook County Clerk’s Office.

Whereas, City desires to purchase the Property from Westlake.

Whereas, City staff and Westlake representatives have negotiated a Personal Property Sale Agreement (“Agreement”), attached hereto as Exhibit A.

Whereas, the Property is currently part of a Solar Site Lease Agreement, dated April 1, 2020, and a Power Purchase Agreement, dated April 1, 2020, both between Westlake and City. These Agreements shall be terminated upon the purchase of the Property.

Whereas, City staff recommends authorization to execute the Agreement.

Now, Therefore, the City of Prineville Resolves as follows:

1. That the Agreement is hereby approved and the Mayor and City Manager are authorized to sign the Agreement and are further authorized and instructed to execute requisite documents to close on the Property on behalf of the City.

Approved by the City Council this ____ day of January, 2026

Rodney J. Beebe, Mayor

ATTEST:

Lisa Morgan, City Recorder

PERSONAL PROPERTY SALE AGREEMENT

Date: _____

Seller: **Westlake Solar Panels, LLC**
1000 Second Avenue, Suite 1800
Seattle, WA 98104

Buyer: **City of Prineville**
387 NE Third Street
Prineville, OR 97754

Recital

Seller desires to sell to Buyer and Buyer desires to purchase from Seller certain personal property with all improvements located in Crook County, Oregon and currently located on Buyer's real property located at 2101 NW O'Neil Highway, Prineville, Oregon, and more particularly described as Parcel 3 of Partition Plat 2015-02 as recorded in the Crook County Clerk's Office ("Property").

Terms and Conditions

Now, therefore, for valuable consideration, the parties agree as follows:

1. Sale and Purchase. Buyer agrees to purchase the Property from Seller and Seller agrees to sell the Property to Buyer for the Purchase Price of \$525,000.00.

2. Payment of Purchase Price. The Purchase Price must be paid as follows:

2.1 Buyer agrees to pay unto Seller the sum of \$525,000.00 at Closing. Seller shall allocate \$25,000.00 of the Purchase Price to Carolina Solar Services, Inc., for the lien filed on December 16, 2024 against the Property within the Official Records of Crook County, Oregon as Instrument No. 2024-329856 and the parties agree to remit the same to Carolina Solar Services, Inc. through closing. Buyer shall be responsible for releasing the lien with Carolina Solar Services, Inc., at closing.

3. Risk of Loss. If, prior to the Closing Date, any part of the Property is destroyed or suffers material damage affecting Buyer's intended use, Buyer shall have the right, exercisable by giving notice of such damage to Seller within five (5) business days after receiving written notice of such damage or destruction or condemnation threat, to terminate this Agreement. If Buyer does not timely elect to terminate this Agreement, all insurance and/or condemnation proceeds payable to Seller shall be paid or assigned to Buyer.

4. Conditions.

4.1 Bankruptcy Representation. Buyer represents that there are not any Bankruptcy proceedings pending for Westlake Solar, LLC.

Page 1 of 4 – Personal Property Purchase Agreement
(Solar Equipment)

Reid Kauffman
35 SE C Street, Suite D, Mad 47 regon 97741 – 541.447.3910

5. Closing.

5.1 Escrow, “Closing,” and “Closing Date.” Closing must take place on a mutually agreed upon date, but in no event later than ninety (90) days from the date of this Agreement (the “Closing Date”), at The Law Office of Jered Reid, LLC, 545 NE 7th Street, Prineville, Oregon 97754. The terms *closed*, *closing*, or *closing date* mean when the bill of sale is signed, and funds are available to Seller.

5.2 Prorations. General real property taxes and assessment installments for the current year shall be prorated as of the Closing.

5.3 Costs. Seller shall be responsible for all closing costs. Provided, however, that Seller and Buyer shall be responsible for their owner attorney fees, if any, associated with the closing.

6. Marketable Title; Bill of Sale. On the Closing Date, unless agreed otherwise herein, Seller will convey marketable title to the Property to Buyer by a Bill of Sale, free and clear of all encumbrances created or suffered by Seller. Upon the acceptance of the Bill of Sale, the Solar Site Lease Agreement, dated April 1, 2020, and Power Purchase Agreement, dated April 1, 2020, between Buyer and Seller shall be terminated.

7. Possession. Buyer shall be entitled to possession at Closing.

8. Insurance. Seller shall maintain the current insurance on the Property at a minimum level of commercial general liability insurance in the amount of two million dollars (\$2,000,000) in the aggregate until closing. Insurance shall be at least as broad as the Insurance Services Office (ISO) Commercial General Liability Coverage “occurrence” form with no cover deletions. Buyer shall reimburse Seller for any insurance payments made beginning January 1, 2026, until closing, provided that all Conditions within this Agreement are met.

9. No Warranties, AS IS. Subject to Seller’s written representations contained herein, and any statutory property disclosures given as part of this transaction, Buyer acknowledges that Buyer has accepted and executed this Agreement on the basis of Buyer’s own examination and personal knowledge of the Property; that Seller and Seller’s agents have made no representations, warranties, or other agreements concerning matters relating to the Property; that Seller and Seller’s agents have made no agreement or promise to alter, repair, or improve the Property; and that Buyer takes the Property in its present condition “AS IS.”

10. Binding Effect/Assignment Restricted. This Agreement is binding on and will inure to the benefit of Seller, Buyer, and their respective heirs, legal representatives, successors, and assigns. Nevertheless, Buyer will not assign its rights under this Agreement without Seller’s prior written consent, which may be withheld in Seller’s sole discretion.

11. Remedies. TIME IS OF THE ESSENCE OF THIS AGREEMENT. In the event Seller, without legal excuse fails to Close, Buyer will be entitled in addition to all other remedies available at law or in equity, (a) to seek specific performance of Seller’s obligation to Close under this Agreement; or (b) to terminate this Agreement by written notice to Seller and Seller

shall pay all of Buyer's actual out of pocket costs incurred in connection with Buyer's due diligence of the Property. If Buyer terminates this Agreement pursuant to this Section, the Escrow will be terminated, all documents will be immediately returned to the party who deposited them, and neither party will have any further rights or obligations under this Agreement, except as otherwise provided in this Agreement except that Seller shall pay any costs of terminating the Escrow. In the event Buyer, without legal excuse fails to Close, Seller will be entitled in addition to all other remedies available at law or in equity, (a) to seek specific performance of Buyer's obligation to Close under this Agreement; or (b) to terminate this Agreement by written notice to Buyer and Buyer shall pay all of Seller's actual out of pocket costs incurred in connection with this Agreement. If Seller terminates this Agreement pursuant to this Section, the Escrow will be terminated, all documents will be immediately returned to the party who deposited them, and neither party will have any further rights or obligations under this Agreement, except as otherwise provided in this Agreement except that Buyer shall pay any costs of terminating the Escrow.

12. Attorney Fees. If an action is instituted to enforce or interpret any term of this Agreement, the prevailing party will recover from the losing party reasonable attorney fees incurred in the action as set by the arbitrator and, in the event of appeal, as set by the appellate courts.

13. Arbitration. All disputes between Seller and Buyer that cannot otherwise be resolved by negotiation or mediation must be submitted to final and binding arbitration in accordance with Oregon law. If the parties cannot agree on an arbitrator, either party may submit the matter to the presiding judge of the county in which the Property is located for appointment of an arbitrator. Unless otherwise agreed by the parties, the rules of arbitration will be the same as those required for the arbitration of disputes in the county where the Property is located.

BUYER AND SELLER UNDERSTAND THAT BY AGREEING TO FINAL AND BINDING ARBITRATION THEY ARE VOLUNTARILY WAIVING THE RIGHT TO HAVE THE MATTER TRIED BY A JUDGE OR JURY, AND THAT THE RIGHT TO APPEAL AN ARBITRATION DECISION IS LIMITED UNDER OREGON LAW.

14. Notices. All notices and communications in connection with this Agreement must be given in writing and will be transmitted by certified or registered mail, return receipt requested, to the appropriate party at the address first set forth above. Any notice so transmitted will be deemed effective three days after the date it is placed in the United States mail, postage prepaid. Either party may, by written notice, designate a different address for purposes of this Agreement.

15. Brokers. Neither the Seller or Buyer has employed any broker or finder in connection with the transactions contemplated by this Agreement, or taken action that would give rise to a valid claim against any party for a brokerage commission, finder's fee, or other like payment.

16. Time for Performance. When the last day for performance of an act by a party falls on a Saturday, Sunday, or legal holiday, the performance of the act shall be considered timely if it is performed on the next day that is not a Saturday, Sunday, or legal holiday.

17. Entire Agreement. This Agreement sets forth the entire understanding of the parties with respect to the purchase and sale of the Property. This Agreement supersedes any and all prior negotiations, discussions, agreements, and understandings between the parties. This Agreement may not be modified or amended except by a written agreement executed by both parties.

18. Applicable Law. This Agreement will be construed, applied, and enforced in accordance with the laws of the State of Oregon.

SELLER:

By: _____
Westlake Solar Panels, LLC
By: _____
Its: _____

BUYER:

By: _____
City of Prineville
By: Steve Forrester
Its City Manager

By: _____
City of Prineville
By: Jason Beebe
Its Mayor