



Location: City Hall – Council Chambers
Date: May 26, 2020
Time: 6:30 PM

City Council Meeting Agenda

Mayor Steve Uffelman, Council Members Jason Beebe, Janet Hutchison, Patricia Jungmann, Gail Merritt, Jeff Papke, Teresa Rodriguez and City Manager Steve Forrester

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

Call to Order

Flag Salute

Additions to Agenda

Consent Agenda

- [1.](#) Regular Meeting Brief 5-12-2020
- [2.](#) Pine Theater Liquor License Application
- [3.](#) Prineville Market Liquor License Application

Visitors, Appearances and Requests

Council Business

- [4.](#) Intent to Award 2020 Street Rehabilitation Project

Staff Reports and Requests

5. City Managers Report - Steve Forrester
- [6.](#) Quarterly Financial Report - Liz Schuette / Lori Hooper

Committee Reports

7. COVID - 19 Update / Discussion

Ordinances

- [8.](#) Ordinance No. 1260 - Adding Chapter 156 to COP Code Housing Receivership **(FIRST PRESENTATION)** - Jered Reid



Resolutions

- [9.](#) Resolution No. 1440 - Providing COP Authorization to Efficiently Minimize or Mitigate the Effects of the COVID-19 Pandemic - Jered Reid
- [10.](#) Resolution No. 1441 - Amending Prineville Policies During COVID - Jered Reid
- [11.](#) Resolution No. 1442 - Amendment Extending Crook County GIS Services IGA - James Wilson
- [12.](#) Resolution No. 1443 - Exempting from Competition a Contract for Construction & Installation of Barnes Butte Pedestrian Bridge - Eric Klann

Visitors, Appearances and Requests

Adjourn

Agenda items maybe added or removed as necessary after publication deadline



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

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

City Council Meeting Brief
May 12, 2020

Council Members Present:

Gail Merritt

Teresa Rodriguez

Janet Hutchison

Steve Uffelman

Patricia Jungmann

Jeff Papke

Council Members Absent

Jason Beebe

Additions to the Agenda

Add Chamber/EDCO update, Blighted Property Update and Meadow Lakes under Visitors, Appearances and Requests. Combine the COVID-19 Update / Discussion with the CCHD COVID Plan Update.

Consent Agenda

1. Regular Meeting Brief 4-28-2020

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

Visitors, Appearances and Requests:

2. **Crook County COVID Plan Update – Muriel DeLavergne-Brown**

Muriel DeLavergne-Brown, Crook County Health Department Health & Human Services Director explained we will be living with virus for a while until there is immunity and a vaccine is developed. The County submitted a re-opening plan to state last Friday. Prevalence is focused on where we are at, it isn't about the number of cases but how are you protecting and providing at the hospital. The plan is really about community following guidelines and we applied as region.

Ms. DeLavergne-Brown went over the criteria of the plan such as: testing for long term care facilities; if someone is on isolation the need of having a facility to go to; hospitals having to

demonstrate that they could support a 20% increase (most of our cases if we had any would have to go to the Bend hospital); and having sufficient PPE. We have met all of that criteria.

We have already been approved by the Governor's office and the plan has been forwarded to Oregon Health Authority (OHA) for review. They received one question yesterday from OHA and it wasn't an issue. She hopes that we get an answer tomorrow. The County wants to go to Phase I and meet guidelines which some are pretty strict. We have to stay the course with what we have done so far and if people don't go crazy and help the community out, we are hoping we will go to Phase II in 21 days. If we don't stay the course, we have all seen in other parts of the country what could happen. Yes things are open, but there are specific rules that have to be followed.

Ms. DeLavergne-Brown explained that the Health Department will be creating videos and pamphlets of guidelines with the Chamber to help businesses to open.

Councilor Rodriguez talked about people she knows that called the hotline and were told they have to be admitted to hospital and is concerned numbers won't be reflected accurately.

Ms. DeLavergne-Brown responded that it is the number of people showing up and if the emergency room can handle it. We were approached by Walmart and they would like to do pop up testing. We know we will see more cases.

Councilor Rodriguez asked about isolation requirements if someone in their household tests positive if they have to go to a facility. Ms. DeLavergne-Brown explained it is more about the homeless needing a place to isolate.

Discussions continued regarding: the 30 tests per 10,000 matrix; the testing average is based on the 8 surrounding counties not just Crook County; a brand new drug therapy that hasn't been approved yet, except emergency approval for emergency room people; four of the pharmaceutical manufacturers of a vaccine that are pretty far along. It will soon be going to human testing so there might be one by October however, there has to be enough dosages to go around.

Councilor Jungmann stated all of the pharmacies are certified for administering vaccines and could jump right in there.

3. Chamber / EDCO Update – Kelsey Lucas / Kim Daniels

Ms. Lucas, Prineville EDCO Manager went through a power point presentation explaining that they just opened phase III of the funding project. 88% of the applicants were awarded up to the \$2,500, others such as sole proprietors and general contractors that did not have employees were awarded up to \$1250. Applicants that were not awarded were not in Crook County. For the most part everyone that applied and qualified were awarded. Of the \$244,000 available, \$218,325 was awarded, so there is a little over \$25,000 for Phase III. There is also \$10,000,000 funding that just became available through Business Oregon that the Chamber/EDCO would be a good candidate to apply for, however they would have follow Business Oregon guidelines on

how it gets awarded. Locally there were 12 businesses that gave back their grants because they thought there were others that needed it more.

Ms. Lucas went through different businesses that were effected and explained overall the program has been pretty successful. Other people have asked how our system worked because they wanted to make something happen in their community like we did.

Kim Daniels, Prineville Chamber said they are the Santa Clause of the operation. Ms. Daniels said she other areas are looking to Prineville and how we are doing this program. Ms. Daniels explained there are many questions to answer and how they answer them for scoring to receive funding.

Mr. Forrester commented that it's a good testament to our community.

Discussions continued regarding: if there is going to be another round or visit the ones that already applied; some businesses that didn't apply because they didn't think they needed it, but do now and the only criteria is that you are an established Crook County business.

4. Code Violation Update – Blight Properties – Jered Reid

Jered Reid, City Attorney stated that he is following up regarding some complaints that had been received on two properties and Council's request for him to look into other options outside of the judicial system. Mr. Reid explained there are other options in regards to the one property outside of the judicial system and they are currently ongoing with those. The other house is more of a building code issue and he was able to look into procedures for the Oregon Housing Receivership Act which is currently not within our code to use. If Council were to adopt this, it would give us tools to identify potential properties and ability to enforce making certain properties livable.

Mr. Reid stated he could prepare this with more information to present to Council to determine if this is something that will work for our community.

5. Meadow Lakes Remodel Update – Zach Lampert

Zach Lampert, Head Golf Professional/Facility Manager went through a power point presentation that highlighted the remodel of the men's locker room that was no longer used into additional golf store area.

Councilor Merritt added that she has heard really good comments from Meadow Lakes customers and that they feel really safe there with how they are handling COVID-19 restrictions.

Public Appearances

There were no written comments submitted for Public Appearances.

Council Business

6. Request to Exempt a Contract for the Barnes Butte Pedestrian Bridge (PUBLIC HEARING) – Eric Klann

Eric Klann, City Engineer presented the staff report explaining that he did receive a couple of calls from contractors that could do it, and were not interested in a piece of property. However they thought it was a great idea.

Mr. Klann went through a power point presentation that highlighted the history of this property and proposed property trade information again; it would fix an access issue we have from the Pahlisch Homes property with a pedestrian bridge over Ochoco Creek; Marcum & Sons approaching the city to trade an industrial lot for pedestrian bridge to move their company to Prineville; adding concrete approaches to get up to the \$150,000 value of property; being able use the bridge as match money for grants on other projects there; and part of the Barnes Butte Recreation Area potentially having a 5k path too. We will continue to go after other grants opportunities develop.

Mr. Reid referred to the staff report in packets stating that we are asking for an exemption of a public contract. It can be exempted on a number of factors which has been provided and is also published on our website. The public hearing has been published in JOC, as well as local paper and continued with procedures for telephonic comments.

There were no additional questions or concerns.

Mayor Uffelman opened the public hearing portion of the meeting.

Lisa Morgan, City Recorder stated that no written comments were submitted

James Wilson, Public Safety IT Manager opened the phone line for public input.

Eric Mills, a Prineville resident on Lookout Avenue wants to know about stop signs getting installed there. Mayor explained he can come back on at visitors and appearances at end of meeting.

Mr. Wilson asked if there was anyone on the line that would like to speak about exemption.

No one came forward.

Mayor Uffelman closed the public hearing portion of the meeting.

There were no further questions from Council.

Councilor Papke made motion to exempt project based on draft findings. Motion seconded. No discussion on motion. All in favor, motion carried.

Mr. Reid said that there will be a resolution for this at next meeting.

Staff Reports and Requests:

7. Manager's Report

Steve Forrester, City Manager reported: Projects continue to move forward still with social distancing; the Senior Center project continues; the 10th Street and all projects are continuing with social distancing; thanks to Muriel DeLavernne-Brown to help us reopen; and this is Law Enforcement week. Mr. Forrester asked Captain Larry Seymour to provide an update regarding the ceremony that typically happens.

Captain Seymour talked about Law Enforcement week in Washington being cancelled and each entity will raise their own flags which will be posted on Facebook.

Mr. Forrester continued: the Finance Department successfully negotiated a better new rate on the new Police Department facility and this will fully complete the entire project, there was a lot of hard work by Liz and her team on this.

Liz Schuette, Finance Director talked about accepting the bid from Chase that will pay off original amount. The new rate is 1.73% and will be closing that loan on May 28th which was moved up from June 30th as discussed at the Finance Committee meeting earlier today.

There were no questions.

Committee Reports

Councilor Rodriguez provided a Forest Management Plan comment period update

Mayor Uffelman asked Mr. Forrester to provide a Bowman Dam and the Habitat Conservation Plan (HCP) update.

Mr. Forrester explained that there are two water related efforts going at the same time. An active FERC application has been accepted related to the Bowman Dam hydro project. They have been on numerous calls for a fish passage solution if the dam is changed at all. ODFW could require a fish passage which isn't there now and that can be very expensive. They have applied for waiver and there is time to present for consideration of waiver.

HCP would give us protection from the endangered species act and from being sued for incidental takes. There are concerns regarding spotted frogs on Deschutes and the connection by Smith Rock is looking better than it did before.

Mr. Klann talked about the late June Bowman Dam hydro meeting and how it will be culmination of five years of work.

Mr. Klann explained that the HCP has been going since 2009 and it benefits many different agencies.

Mayor Uffelman stated that we have Representative Vikki Breese – Iverson working on fish passage waiver and it looks promising.

There were no questions.

Councilor Rodriguez added that the Wild Horse comments are due next week and the Natural Resource Committee will have a tech workshop tomorrow.

Ordinances:

None.

Resolutions:

8. Resolution No. 1438 – Authorizing the Sale of Real Property to Marcum and Son’s LLC – Jered Reid

Mr. Reid provided background information explaining this is the resolution to codify the Council decision after the public hearing at the last meeting. This is contingent upon the pedestrian bridge being awarded to Marcum and authorizes city manager to sign any needed documents to move forward.

Councilor Rodriguez made motion to approve Resolution No. 1438. Motion seconded. No discussions on motion. All in favor motion carried.

9. Resolution No. 1439 – Approving a 2020 Fund Exchange Agreement with ODOT – Eric Klann

Mr. Klann presented the staff report. The numbers in resolution are the correct amounts, not the staff report.

Councilor Hutchison made a motion to approve Resolution No. 1439. Motion seconded. No discussion on motion. All in favor, motion carried.

Visitors Appearances and Requests:

Eric Mills lives in Ochoco Heights and wants to know about how to get stop signs at installed at intersections where there are no signs. Mr. Klann said he would be happy to meet up so he can show him what’s going on to see how they can help.

There were no written comments submitted for Public Appearances.

Adjourn

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

Meeting adjourned at 7:44 P.M.

Motions and Outcomes:

Motion:	Outcome	Beebe	Hutchison	Jungmann	Merritt	Papke	Rodriguez	Uffelman
Consent Agenda as Presented	PASSED	-	Y	Y	Y	Y	Y	Y
Exempt a Contract for the Barnes Butte Pedestrian Bridge Based on Draft Findings	PASSED	-	Y	Y	Y	Y	Y	Y
Resolution No. 1438 – Authorizing the Sale of Real Property to Marcum and Son’s LLC	PASSED	-	Y	Y	Y	Y	Y	Y
Resolution No. 1439 – Approving a 2020 Fund Exchange Agreement with ODOT	PASSED	-	Y	Y	Y	Y	Y	Y
Adjourn Meeting	PASSED	-	Y	Y	Y	Y	Y	Y

Public Records Disclosure

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



LIQUOR LICENSE APPLICATION

PRINT
RESET FORM

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

License Applied For:	CITY AND COUNTY USE ONLY
<input type="checkbox"/> Brewery 1st Location	Date application received and/or date stamp: 5-14-2020
<input type="checkbox"/> Brewery 2nd Location	
<input type="checkbox"/> Brewery 3rd Location	
<input type="checkbox"/> Brewery-Public House 1st Location	
<input type="checkbox"/> Brewery-Public House 2nd Location	
<input type="checkbox"/> Brewery-Public House 3rd Location	
<input type="checkbox"/> Distillery	
<input type="checkbox"/> Full On-Premises, Commercial	
<input type="checkbox"/> Full On-Premises, Caterer	
<input type="checkbox"/> Full On-Premises, Passenger Carrier	
<input type="checkbox"/> Full On-Premises, Other Public Location	
<input type="checkbox"/> Full On-Premises, For Profit Private Club	
<input type="checkbox"/> Full On-Premises, Nonprofit Private Club	
<input type="checkbox"/> Grower Sales Privilege 1st Location	Name of City or County: _____
<input type="checkbox"/> Grower Sales Privilege 2nd Location	Recommends this license be: <input type="checkbox"/> Granted <input type="checkbox"/> Denied
<input type="checkbox"/> Grower Sales Privilege 3rd Location	By: _____
<input checked="" type="checkbox"/> Limited On-Premises	Date: _____
<input type="checkbox"/> Off-Premises	OLCC USE ONLY
<input type="checkbox"/> Off-Premises with Fuel Pumps	Date application received: 05/05/2020
<input type="checkbox"/> Warehouse	By: Allegri
<input type="checkbox"/> Wholesale Malt Beverage & Wine	License Action(s): N/O
<input type="checkbox"/> Winery 1st Location	
<input type="checkbox"/> Winery 2nd Location	
<input type="checkbox"/> Winery 3rd Location	
<input type="checkbox"/> Winery 4th Location	
<input type="checkbox"/> Winery 5th Location	

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

Pine theater L.L.C.
(Applicant #1)

RECEIVED
(Applicant #2)

(Applicant #3)

Oregon Liquor Control Commission
Bend, Oregon
(Applicant #4)

MAY 05 2020

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

Pine Theater

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

216 W. main st.

City <u>Prineville</u>	County <u>C 11 K</u>	Zip Code <u>97754</u>
---------------------------	-------------------------	--------------------------



LIQUOR LICENSE APPLICATION

5. Trade Name of the Business (Name Customers Will See) <i>Pine Theater LLC.</i>			
6. Does the business address currently have an OLCC liquor license?		<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
7. Does the business address currently have an OLCC marijuana license?		<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
8. Mailing Address/PO Box, Number, Street, Rural Route (where the OLCC will send your mail) <i>216 N. main St.</i>			
City <i>Prineville</i>	State <i>OR</i>	Zip Code <i>97754</i>	
9. Phone Number of the Business Location <i>503-997-1983</i>		10. Email Contact for this Application <i>pinetheater@gmail.com</i>	
11. Contact Person for this Application <i>Ali Mehrabi</i>		Phone Number <i>503-997-1983</i>	
Contact Person's Mailing Address (if different) <i>same</i>	City	State	Zip Code

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

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

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

Applicant Signature(s)

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

(Applicant#1)

(Applicant#2)

(Applicant#3)

(Applicant#4)



OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY FORM

CLEAR

PRINT

1. Name: (LAST) <u>Mehrabi</u> (FIRST) <u>Ali</u> (MIDDLE) <u>R.</u>	
2. Other Names Used (Maiden, Etc.): <u>N/A</u>	
3. Do you have a Social Security Number (SSN) issued by the U.S. Social Security Administration? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide your SSN: _____	
<p>SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below.</p> <p>Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC§ 552(a)).</p> <p>Do you voluntarily consent to the OLCC's use of your SSN as just described? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
4. Date of Birth (MM/DD/YYYY): <u>04 / 29 /</u>	5. Contact Phone: <u>503-997-1983</u>
6. Driver License or State ID #: _____	7. State: <u>OR.</u>
8. Residence Address: _____ <u>Prineville, OR 97754</u>	
9. Mailing Address (if different): <u>216 N. main st. Prineville, OR 97754</u>	
10. E-Mail (optional): <u>Pine theater @ gmail</u>	
11. Do you have a spouse or domestic partner? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, list his/her full name:	
12. If yes to #11, will this person be involved in the management of, or have control over the business? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
13. In the past 10 years, have you been convicted ("convicted" includes paying a fine) in Oregon or another U.S. state of driving a car with a suspended driver license or driving a car with no insurance? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)	
14. In the past 10 years, have you been convicted ("convicted" includes paying a fine) in Oregon or another U.S. state of a FELONY ? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)	
15. Have you ever been in a drug or alcohol diversion program in Oregon or another U.S. state? A diversion program is where you are required, usually by the court or another government agency, to complete certain requirements in place of being convicted of a drug or alcohol-related offense. <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)	

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

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

Pine theater had a liquor license about 10 years ago
216 W. main st
Prinville or 97754

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

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

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

No Please skip questions 19 & 20. Go directly to question 21.
 Yes Please answer questions 19, 20, and 21.

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

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

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

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

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

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

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

Name: (LAST)	(FIRST)	(MIDDLE)
Mehrabi	Ali	R.
Signature:		Date:
A. Mehrabi		4-1-20



OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY FORM

1. Name: (LAST) <u>mehrabi</u> (FIRST) <u>oniko</u> (MIDDLE) <u>Varsandor</u>		
2. Other Names Used (Maiden, Etc.):		
3. Do you have a Social Security Number (SSN) issued by the U.S. Social Security Administration? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide your SSN: _____		
<p>SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below.</p> <p>Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC § 552(a)).</p> <p>Do you voluntarily consent to the OLCC's use of your SSN as just described? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>		
4. Date of Birth (MM/DD/YYYY): <u>5/1/13</u>	5. Contact Phone: <u>503-</u>	6. Driver License or State ID #: _____
7. State: _____		8. Residence Address: _____
9. Mailing Address (if different): _____		<u>Prineville, OR</u> <u>97754</u>
10. E-Mail (optional): _____ <u>@yahoo.com</u>		
11. Do you have a spouse or domestic partner? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No if yes, list his/her full name: _____		
12. If yes to #11, will this person be involved in the management of, or have control over the business? <input type="checkbox"/> No <input type="checkbox"/> Yes		
13. In the past 10 years, have you been convicted ("convicted" includes paying a fine) in Oregon or another U.S. state of driving a car with a suspended driver license or driving a car with no insurance? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)		
14. In the past 10 years, have you been convicted ("convicted" includes paying a fine) in Oregon or another U.S. state of a FELONY ? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)		
15. Have you ever been in a drug or alcohol diversion program in Oregon or another U.S. state? A diversion program is where you are required, usually by the court or another government agency, to complete certain requirements in place of being convicted of a drug or alcohol-related offense. <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)		

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

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

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

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

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

No Please skip questions 19 & 20. Go directly to question 21.
 Yes Please answer questions 19, 20, and 21.

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

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

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

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

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

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

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

Name: (LAST) *Mehraebi* (FIRST) *Oniko* (MIDDLE) *Varsawdar*

Signature: *Oniko V. Mehraebi* Date: *May 1, 2020*



OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: Ali Mehrabi Phone: 503-997-1983

Trade Name (dba): Pine Theater L.L.C.

Business Location Address: 216 N. main St. Prineville OR

City: Prineville OR ZIP Code: 97754

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday	<u>12p</u> to <u>9p</u>
Monday	<u>3p</u> to <u>8p</u>
Tuesday	<u>3p</u> to <u>8p</u>
Wednesday	<u>3p</u> to <u>8p</u>
Thursday	<u>3p</u> to <u>8p</u>
Friday	<u>12p</u> to <u>10p</u>
Saturday	<u>12p</u> to <u>10p</u>

Outdoor Area Hours:

Sunday	<u>N/A</u> to <u>N/A</u>
Monday	_____ to _____
Tuesday	_____ to _____
Wednesday	_____ to _____
Thursday	_____ to _____
Friday	_____ to _____
Saturday	_____ to _____

The outdoor area is used for:

Food service Hours: N/A to N/A
 Alcohol service Hours: _____ to _____
 Enclosed, how _____

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

_____ (Investigator's Initials)

Seasonal Variations: Yes No If yes, explain: Movies are busier during Summer & winter

ENTERTAINMENT

Check all that apply:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Live Music | <input type="checkbox"/> Karaoke |
| <input type="checkbox"/> Recorded Music | <input type="checkbox"/> Coin-operated Games |
| <input checked="" type="checkbox"/> DJ Music | <input type="checkbox"/> Video Lottery Machines |
| <input checked="" type="checkbox"/> Dancing | <input type="checkbox"/> Social Gaming |
| <input type="checkbox"/> Nude Entertainers | <input type="checkbox"/> Pool Tables |
| | <input checked="" type="checkbox"/> Other: <u>Movie Theater</u> |

DAYS & HOURS OF LIVE OR DJ MUSIC

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

SEATING COUNT

Restaurant: _____ Outdoor: _____
 Lounge: _____ Other (explain): _____
 Banquet: _____ Total Seating: 169 downstairs
49 upstairs theater

OLCC USE ONLY

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

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

Applicant Signature: [Signature] Date: 4-1-20

1-800-452-17 C (6522)

www.oregon.gov/olcc

(rev. 12/07)



LIQUOR LICENSE APPLICATION

5. Trade Name of the Business (Name Customers Will See) Prineville Market			
6. Does the business address currently have an OLCC liquor license? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
7. Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
8. Mailing Address/PO Box, Number, Street, Rural Route (where the OLCC will send your mail) 1301 Esplanade Ave			
City Klamath Falls	State OR	Zip Code 97601	
9. Phone Number of the Business Location (541) 447-4476		10. Email Contact for this Application angela.gordon@edstaub.com	
11. Contact Person for this Application Angela Gordon		Phone Number 541 887-8915 or 541 891-6612	
Contact Person's Mailing Address (if different)	City	State	Zip Code


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

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

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

Applicant Signature(s)

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



(Applicant#1)

(Applicant#2)

(Applicant#3)

(Applicant#4)



OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: Fast Break of Oregon, LLC Phone: (541) 887-8915

Trade Name (dba): Prineville Market

Business Location Address: 550 NW 3rd St.

City: Prineville, OR ZIP Code: 97754

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday	<u>10am</u>	to	<u>10pm</u>
Monday	<u>11</u>	to	<u>11</u>
Tuesday	<u>11</u>	to	<u>11</u>
Wednesday	<u>11</u>	to	<u>11</u>
Thursday	<u>11</u>	to	<u>11</u>
Friday	<u>11</u>	to	<u>11</u>
Saturday	<u>11</u>	to	<u>11</u>

Outdoor Area Hours:

Sunday	<u>N/A</u>	to	_____
Monday		to	_____
Tuesday		to	_____
Wednesday		to	_____
Thursday		to	_____
Friday		to	_____
Saturday		to	_____

The outdoor area is used for:

Food service Hours: _____ to _____

Alcohol service Hours: _____ to _____

Enclosed, how _____

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

_____ (Investigator's Initials)

Seasonal Variations: Yes No If yes, explain: _____

ENTERTAINMENT

Check all that apply:

<input type="checkbox"/> Live Music	<input type="checkbox"/> Karaoke
<input type="checkbox"/> Recorded Music	<input type="checkbox"/> Coin-operated Games
<input type="checkbox"/> DJ Music	<input type="checkbox"/> Video Lottery Machines
<input type="checkbox"/> Dancing	<input type="checkbox"/> Social Gaming
<input type="checkbox"/> Nude Entertainers	<input type="checkbox"/> Pool Tables
<input checked="" type="checkbox"/> Other: <u>N/A</u>	

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday	<u>N/A</u>	to	<u>N/A</u>
Monday		to	
Tuesday		to	
Wednesday		to	
Thursday		to	
Friday		to	
Saturday		to	

SEATING COUNT

Restaurant: _____ Outdoor: _____

Lounge: _____ Other (explain): _____

Banquet: _____ Total Seating: _____

OLCC USE ONLY

Investigator Verified Seating: ___(Y)___(N)

Investigator Initials: _____

Date: _____

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

Applicant Signature: _____ Date: _____



OREGON LIQUOR CONTROL COMMISSION
OFF-PREMISES SALES INVENTORY

Please Print or Type

Applicant Fast Break of Oregon, LLC

Business Name Prineville Market

City Prineville

The Commission will refuse an Off-premises Sales license at a premises that sells motor vehicle fuel (gas pumps), unless the applicant maintains a wide variety of grocery inventory available for sale. [OAR 845-005-0326(4)(b)]

"Wide variety" means an inventory **at a cost to the applicant** of at least \$5,000 of foods that satisfy the general public's ordinary eating habits and personal and household products. You cannot count alcoholic beverages or tobacco products. You cannot count snack food items that exceed ten percent of the inventory. Grocery inventories may be verified by an Inspector during premises visits. Below are examples of products that can (yes) and cannot (no) be counted toward the \$5000 inventory.

YES

MILK

BREAD

CANDY

CANNED FOOD

DRUGS

FRESH FRUIT

FRESH VEGETABLES

JUICE

MEAT

PAPER PRODUCTS

(such as Kleenex, disposable diapers, etc.)

PREPARED FOOD TO GO

(sandwiches, hot dogs, etc.)

PET FOOD

SOAP

SODA POP

NO

APPLIANCES

BEER & WINE

FISHING BAIT

HARDWARE PRODUCTS

MOTOR OIL

SPORTING GOODS

TOBACCO PRODUCTS

I certify that I have and will maintain inventory at my premises that meets or exceeds the requirements as stated above.

Applicant(s) Signature [Signature] Date 5/15/2020



STAFF REPORT

MEETING DATE:	5/21/2020	PREPARED BY:	Lori Ontko
SECTION:	Council Business	DEPARTMENT:	Public Works
CITY GOAL:	Quality Municipal Services & Programs		
SUBJECT:	Intent to Award 2020 Street Rehabilitation Project		

REASON FOR CONSIDERATION:

The rehabilitation of approximately 733,693 square feet (sq. ft.) of city streets.

BACKGROUND:

The City of Prineville received proposals May 21, 2020 for the 2020 Street Rehabilitation Project that will consist of rehabilitating approximately 733,693 sq. ft. of city streets.

The following streets shall have a standard 2" asphalt overlay of pavement (approximately 256,213 sq. ft.)

- NE Yellowpine end of curb to Barnes Butte
- NE Sugarpine end of curb to Yellowpine
- NE Bitterbrush from Sugarpine to Yellowpine
- NE Mountain Ash from Sugarpine to Yellowpine
- NE Tamarack from Sugarpine to end

The following streets will be ground and inlayed 2" at curb line 3" at centerline (approximately 341,480 sq. ft.)

- NW 2nd from Deer to Main
- NE 4th from Court to Elm
- NE Elm from 2nd to 3rd
- NE Elm from 3rd to Bridge paving
- NE Elm from bridge paving to 6th
- SE Elm from 1st to 5th
- SE Dunham from 1st to 5th
- SE Court from 1st to 5th
- SE Belknap from 3rd to 5th

There will also be some preventative maintenance seal coating approximately 136,000 sq. ft of street surfaces along with a set amount of crack sealing to be done.

We had four responsive bidders on the project and one non responsive bidder.

The results are as follows:

Tri-County Paving	\$628,837.50
High Desert Aggregate	\$648,970.00
Knife River Corporation NW	\$697,999.00
Granite Construction	\$700,700.00
7 Peaks Paving	Non Responsive

The Engineers Estimate was \$780,000

FISCAL IMPACT: See below

RECOMMENDATION:

After reviewing the bid documents and bid bonds, staff recommends Council approve the Intent to Award for the 2020 Street rehabilitation Project to Tri county Paving in the amount of **\$628,837.50**



City of Prineville, Oregon
Financial Report
Third 24 Quarter Ended March 31, 2020

Executive Summary

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

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

Through the third quarter ending March 31, 2020, the City’s financial condition decreased by approximately \$1.45 million or -7 percent. Funds with a significant negative impact to fund balance include Transportation, Planning, Transportation SDC, Wastewater SDC, Airport, Wastewater, Administration and the Public Works Support Services Fund. Funds with significant increases in fund balance include the General Fund, Emergency Dispatch, PERS/POB, and Golf Course. Budgeted capital improvements are the largest contributor to the decrease in the City’s financial condition.

Through the third quarter, General Fund revenues came in at roughly 82 percent of the annual budget or \$5.42 million. Property tax revenue is at \$2.19 million which is up compared to the prior year by approximately \$115,500. Transient lodging taxes are down in comparison to the prior year quarter end by roughly \$44,000 and are expected to continue on this downward trend with the stay at home order that was put out by the governor due to the COVID19 pandemic. Franchise fees are at roughly 69 percent of the annual budget with collection increasing approximately \$184,000 over the prior year at third quarter end. Electrical franchise fees continue to be on the rise and are up over the prior year at quarter end roughly \$175,400. During the third quarter the Police Department acquired a drug dog named IO who will be Officer Hagan’s new partner. Overall, the General fund realized an increase in fund balance of roughly 35 percent or approximately \$762,200 through the third quarter.

The Transportation’s fund balance decreased roughly \$282,800 or -73 percent through the third quarter. This is anticipated with the timing in which street projects are completed versus the timing in which revenue for the fund is received. Third quarter state gas tax collection came in at roughly \$183,300. Gas tax revenue is anticipated to decrease with the Governor’s stay at home order put in place during the third quarter due to the COVID19 pandemic. Capital improvements during the third quarter are largely associated with the 2nd Street storm water project.

March 31, 2020

In Emergency Dispatch, fund balance increased roughly 35 percent through the third quarter. Due to concerns associated with COVID19 and police officers being at high risk for exposure, the dispatch center was moved from the Police Department over to the City Hall Council Chambers during the third quarter. This was done in an effort to protect the dispatchers from a high risk exposure situation.

For the Planning Department development continued through the third quarter roughly 10 housing starts paying SDC's. Materials and services are at roughly 89 percent of the annual budget largely due to roughly \$10,400 in expenses paid to Neighbor Impact in the third quarter for the woodstove replacement program. These expenses are reimbursed through DEQ. Fund balance decreased roughly -63 percent.

Through the third quarter, fund balance decreased in all the SDC funds largely due to capital projects and the semiannual admin fee and reimbursement fee distributions. In the Transportation SDC fund, expenditures were largely associated with the 10th and Main Street project. In the Water SDC Fund, the Aquifer Storage and Recovery (ASR) project continued. The ASR project is a method of water storage that uses the natural water storage capabilities of underground aquifers as a cost-effective, scalable and ecologically friendly water storage alternative to traditional storage options, such as above-ground reservoirs and short-term water supply storage tanks. In the Wastewater SDC fund, capital expenditures are largely associated with the 10th and Main Street sewer interceptor project.

At third quarter end, the railroad increased its revenue over the prior year by roughly 16 percent with significant increases in switching and freight depot. The overall car count is down by approximately 67 cars but the revenue per car average has increased over the prior year at quarter end with the increased haulage diversity. The revenue per railcar average at third quarter end is approximately \$452 compared to \$413 the prior year. Materials and services are at roughly 88 percent of the annual budget or \$244,733 which includes approximately \$67,000 in liability insurance expenditures and \$30,000 in repairs due to lightening damage from the first quarter. Through the third quarter, fund balance increased roughly \$81,100 or 7 percent largely due to tax credits in the amount of \$92,000 that were sold in the third quarter.

In the Airport Fund, fund balance decreased approximately \$56,100 or -34 percent largely due to capital projects. Operating revenues are down -17 percent and operating expenses are down -12 percent in comparison to the prior year at quarter end. Fuel sales are down roughly -15 percent. The price of fuel has gone down in comparison to the prior year and competitors in Bend have been keeping their fuel prices in line with the Prineville Airport. Capital expenses during the third quarter are associated with the finalization of the new fuel system. Inventory at quarter end totaled approximately \$61,900.

Meadow Lakes Golf shows an increase in fund balance through the third quarter of approximately \$766,800 or 155 percent. This is largely due to a \$750,000 transfer from the Wastewater Fund to support the irrigation replacement project that started during the first quarter. The proshop was remodeled during the third quarter which included knocking down a wall and framing in a new section to allow for more merchandise. Operating revenue for the golf course is up in comparison to the prior year roughly 7 percent and rounds of golf are up approximately 12 percent in

March 31, 2020

comparison to the prior year at quarter end. Golf course operating expenditures are also up roughly 12 percent with personnel services, golf course supplies and transfers all up over the prior year.

In the Administration and Financial Support Services the fund balance decreased roughly -95 percent. Expenditures are tracking under budget in the City Council, Administrative Services and Financial Services departments at third quarter end. In the IT Department expenses are up due to services that are being provided to the 911 users which are to be reimbursed. The additional revenue for the installation of 911 equipment and maintenance are expected to offset the expenses and it is undetermined at this time if a budget adjustment will be needed.

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

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

Sincerely,

Steve Forrester
City Manager

Liz Schuette,
Finance Director

Lori Hooper,
Accounting Manager

All City Funds

Fund	Budgeted Beginning Fund Balance	Actual Audited Beginning Fund Balance	Current Year Resources	Current Year Expenditures	Ending Fund Balance	Change in Fund Balance	Percentage Change in Fund Balance
General	\$ 1,918,286	\$ 2,153,326	\$ 5,419,200	\$ 4,656,970	\$ 2,915,556	\$ 762,230	35%
Transportation	456,058	389,301	1,168,538	1,451,370	106,470	(282,831)	-73%
Emergency Dispatch	376,056	505,672	1,276,526	1,099,776	682,422	176,750	35%
Planning	240,958	241,205	155,361	306,213	90,352	(150,853)	-63%
Transportation SDC	1,400,086	1,500,753	1,988,364	2,252,398	1,236,719	(264,034)	-18%
Water SDC	2,186,423	1,710,797	4,972,003	5,172,375	1,510,425	(200,372)	-12%
Wastewater SDC	3,090,992	3,127,928	137,072	1,261,356	2,003,644	(1,124,284)	-36%
PERS / POB	608,691	594,230	411,683	43,796	962,117	367,887	62%
Railroad	1,145,793	1,127,669	686,979	605,906	1,208,742	81,073	7%
Airport	13,215	163,422	1,031,291	1,087,370	107,343	(56,079)	-34%
Water	585,270	783,298	2,161,108	2,186,207	758,199	(25,099)	-3%
Wastewater	3,932,316	3,940,686	2,924,067	3,680,124	3,184,629	(756,057)	-19%
Golf Course and Restaurant	483,295	494,280	1,584,930	818,153	1,261,057	766,777	155%
Administration and Financial Services	452,914	381,653	1,968,962	2,332,878	17,737	(363,916)	-95%
Building Facilities	2,871,408	3,117,775	919,202	1,104,674	2,932,303	(185,472)	-6%
Plaza Maintenance	36,318	37,077	13,653	7,022	43,708	6,631	18%
Public Works Support Services	174,933	183,109	1,326,268	1,528,613	(19,236)	(202,345)	-111%
Totals	\$ 19,973,012	\$ 20,452,181	\$ 28,145,206	\$ 29,595,200	\$ 19,002,187	\$ (1,449,994)	-7%

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 third quarter is at approximately \$5.42 million or 82 percent of the annual budget. Year to date property tax revenue is roughly \$2.19 million or 98 percent of the annual budget and up over the prior year at quarter end by approximately \$115,500. Transient lodging taxes are down in comparison to the prior year quarter end by roughly \$44,000 and are expected to continue on this downward trend with the stay at home order that was put out by the governor due to the COVID19 pandemic. Franchise fees are at roughly 69 percent of the annual budget with collection increasing approximately \$184,000 over prior year’s third quarter. Electrical franchise fees are up over the prior year at quarter end roughly \$175,400. Other significant revenues came in during the third quarter from the Crook County School District for the school resource officers in the amount of roughly \$214,000 and \$150,000 for in lieu of taxes project fees from Facebook.

Police spending for the third quarter of the year was at approximately 74 percent of the annual budget. During the third quarter, Officer Hagan got a new partner (pictured below) named IO who is in the process of being trained to be a drug dog. Personnel services are at roughly 75 percent of the annual budget and over time is approximately 90 percent. Overtime earned is expected to decrease in the next quarter partially due to so many activities or events that normally require a police presence being cancelled or postponed due to Governor Browns stay at home order.

Overall, the General Fund realized an increase in fund balance of roughly 35 percent through the third quarter.



New drug dog acquired in the third quarter with Officer Hagan.

General Fund - Continued

	Current Quarter			Year to Date			Annual Est. Budget Balance	Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Budget %				
Revenue										
Property taxes	\$ 557,500	\$ 96,554	17%	\$ 2,230,000	\$ 2,191,240	98%	\$ 38,760	\$ 4,570,000	47.95%	\$ 2,378,760
Transient lodging tax	95,000	50,317	53%	380,000	277,358	73%	102,642	760,000	36.49%	482,642
Franchise fees	787,500	815,525	104%	3,150,000	2,177,570	69%	972,430	6,558,000	33.20%	4,380,430
Licenses and permits	2,200	1,683	76%	8,800	5,804	66%	2,996	17,200	33.75%	11,396
Intergovernmental revenues	112,300	268,432	239%	449,200	365,434	81%	83,766	866,000	42.20%	500,566
Charges for services	68,750	152,212	221%	275,000	279,727	102%	(4,727)	560,000	49.95%	280,273
Interest	10,000	13,592	136%	40,000	34,483	86%	5,517	80,000	43.10%	45,517
Miscellaneous	10,000	17,708	177%	40,000	87,584	219%	(47,584)	81,000	108.13%	(6,584)
Total revenue	\$ 1,643,250	\$ 1,416,022	86%	\$ 6,573,000	\$ 5,419,200	82%	\$ 1,153,800	\$ 13,492,200	40.17%	\$ 8,073,000
Expenditures										
Police	\$ 1,349,750	\$ 1,282,772	95%	\$ 5,399,000	\$ 4,015,228	74%	\$ 1,383,772	\$ 11,102,100	36.17%	7,086,872
Non-departmental	240,425	259,798	108%	961,700	641,742	67%	319,958	2,210,900	29.03%	1,569,158
Contingency				2,130,586				2,097,486		2,097,486
Total expenditures	\$ 1,590,175	\$ 1,542,570	97%	\$ 8,491,286	\$ 4,656,970	55%	\$ 1,703,730	\$ 15,410,486	30.22%	\$ 8,656,030
Revenue over (under) expenditures	\$ 53,075	\$ (126,548)	-	\$ (1,918,286)	\$ 762,230	-	\$ (549,930)	\$ (1,918,286)		
Beginning fund balance	1,918,286	2,153,326	112%	1,918,286	2,153,326	112%	1,918,286	1,918,286		
Ending fund balance	\$ 1,971,361	\$ 2,026,778	103%	\$ -	\$ 2,915,556	-	\$ 1,368,356	\$ -		

Notes:



The swearing in ceremony for Sargent Grey (left) and Officer McKenna (right) during the third quarter.

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 third quarter is at approximately 73 percent of the annual budget. Intergovernmental revenue collection is at 70 percent of the annual budget with third quarter state gas tax collection coming in at roughly \$183,300 which is slightly down over the prior year. Gas tax revenue is anticipated to decrease with the Governor’s stay at home order put in place during the third quarter due to the COVID19 pandemic.

Expenditures through the third quarter are approximately 70 percent of the annual budget. Personnel and materials and services are at 71 percent of the annual budget. Maintenance costs are trending up and materials and services may require a budget adjustment at the end of the biennium depending on the overall effects of the COVID19 pandemic. Capital improvements during the third quarter are largely associated with the 2nd Street storm water project.

Fund balance decrease roughly \$283,000 or -73 percent through the third quarter. This is anticipated with the timing in which street projects are completed versus the timing in which revenue for the fund is received. Fund balance is anticipated to recover by yearend.

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Revenue										
Franchise fees	\$ 81,750	\$ 81,750	100%	\$ 327,000	\$ 245,250	75%	\$ 81,750	\$ 665,000	36.88%	\$ 419,750
Intergovernmental	239,075	216,792	91%	956,300	670,647	70%	285,653	1,962,700	34.17%	1,292,053
Transfers	75,000	75,000	100%	300,000	225,000	75%	75,000	700,000	32.14%	475,000
Interest	1,250	395	32%	5,000	4,316	86%	684	10,000	43.16%	5,684
Miscellaneous	4,750	5,413	114%	19,000	23,326	123%	(4,326)	28,000	83.31%	4,675
Total revenue	\$ 401,825	\$ 379,350	94%	\$ 1,607,300	\$ 1,168,538	73%	\$ 438,762	\$ 3,365,700	34.72%	\$ 2,197,162
Expenditures										
Personnel services	\$ 62,800	\$ 57,000	91%	\$ 251,200	\$ 177,199	71%	\$ 74,001	\$ 512,100	34.60%	334,901
Material and services	62,150	7,801	13%	248,600	176,738	71%	71,862	501,000	35.28%	324,262
Capital outlay										
Improvements	243,425	19,377	8%	973,700	821,358	84%	152,342	1,833,400	44.80%	1,012,042
Transfers	92,025	92,025	100%	368,100	276,075	75%	92,025	735,300	37.55%	459,225
Contingency				221,758				239,958		239,958
Total expenditures	\$ 460,400	\$ 176,202	38%	\$ 2,063,358	\$ 1,451,370	70%	\$ 390,230	\$ 3,821,758	37.98%	\$ 2,370,388
Revenue over (under) expenditures	\$ (58,575)	\$ 203,147	52%	\$ (456,058)	\$ (282,831)	-73%	\$ 48,531	\$ (456,058)		
Beginning fund balance	456,058	389,301	85%	456,058	389,301	85%		456,058		
Ending fund balance	\$ 397,483	\$ 592,448	149%	\$ -	\$ 106,470	-		\$ -		

March 31, 2020

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 \$1.28 million or 79 percent of the annual budget. Third quarter intergovernmental revenue collection was at roughly \$189,800 with \$103,000 coming from the county for services and \$80,200 coming in from the state from E-911 taxes.

Expenditures are at approximately \$1.10 million or 55 percent of the annual budget. Personnel services are 65 percent of the annual budget with overtime coming in at roughly 148 percent of the annual budget. As of March 31, 2020 there were three open dispatcher positions looking to be filled. Capital expenditures during the third quarter were for repeater amps needed for the radio conversion project.

During the third quarter the dispatch center was moved from the Police Department to the Council Chambers at City Hall (pictured below). This move took the IT Department over two and a half days to complete in total. With concerns associated with COVID19 and police officers being at high risk for exposure, the move was necessary to separate the dispatchers.

Fund balance increased roughly \$176,750 or 35 percent through the third quarter.



Arron Tavernia, from the IT Department (pictured right), helping move and set up the dispatch center in the City Hall Council Chambers during the third quarter in order to give separation for the dispatchers from the police officers during the COVID19 state of emergency.

March 31, 2020

Emergency Dispatch Fund – Continued

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Intergovernmental	\$ 225,450	\$ 189,776	84%	\$ 901,800	\$ 737,085	82%	\$ 164,715	\$ 1,874,200	39.33%	\$ 1,137,115
Miscellaneous	1,000	-	-	4,000	15	0%	3,985	8,000	0.19%	7,985
Interest	2,500	2,709	108%	10,000	8,876	89%	1,124	20,000	44.38%	11,124
Transfers from other funds	176,850.00	176,850	100%	707,400	530,550	75%	176,850	1,501,700	35.33%	971,150
Total revenue	\$ 405,800	\$ 369,335	91%	\$ 1,623,200	\$ 1,276,526	79%	\$ 346,674	\$ 3,403,900	37.50%	\$ 2,127,374
Expenditures										
Personnel services	\$299,200.00	\$ 240,203	80%	\$ 1,196,800	\$ 780,991	65%	\$ 415,809	\$ 2,457,100	31.79%	\$ 1,676,109
Material and services	70,025	11,183	16%	280,100	177,347	63%	102,754	553,600	32.04%	376,254
Capital outlay										
Equipment	8,750	3,888	44%	35,000	3,888	11%	31,112	90,000	4.32%	86,112
Transfers	45,850.00	45,850	100%	183,400	137,550	75%	45,850	372,900	36.89%	235,350
Contingency				303,956				306,356		306,356
Total expenditures	\$ 423,825	\$ 301,123	71%	\$ 1,999,256	\$ 1,099,776	55%	\$ 595,524	\$ 3,779,956	29.09%	\$ 2,680,180
Revenue over (under) expenditures	\$ (18,025)	\$ 68,211	13%	\$ (376,056)	\$ 176,750	35%	\$ (248,850)	\$ (376,056)		
Beginning fund balance	376,056	505,672	134%	376,056	505,672	134%		376,056		
Ending fund balance	\$ 358,031	\$ 573,883	160%	\$ -	\$ 682,422	-		\$ -		



Dispatch center completely moved and operational in the council chambers



Backup generator needed for the dispatch center with the move to City Hall which was set up by IT.

March 31, 2020

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.

Third quarter revenue collection came in at approximately \$155,300 or 66 percent of the annual budget. Revenue collection for the licenses and permits is at approximately \$25,400 which is down roughly \$3,000 over the prior year at quarter end. Intergovernmental revenue collected during the third quarter is associated with the woodstove replacement program which is reimbursed through DEQ. There were roughly 10 housing starts that paid SDC's during the third quarter.

Expenditures during the third quarter are at approximately \$306,200 or 64 percent of the annual budget. Materials and services are at roughly 89 percent of the annual budget largely due to roughly \$10,400 in expenses paid to Neighbor Impact in the third quarter for the woodstove replacement program.

Fund balance decreased approximately \$150,900 or -63 percent.

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Revenue										
Licenses and permits	\$ 10,000	\$ 5,209	52%	\$ 40,000	\$ 25,358	63%	\$ 14,643	\$ 80,000	31.70%	\$ 54,643
Intergovernmental	1,250	10,622	850%	5,000	11,732	235%	(6,732)	10,000	117.32%	(1,732)
Charges for services	36,725	2,725	7%	146,900	84,746	58%	62,154	171,600	49.39%	86,854
Interest	1,000	747	75%	4,000	3,525	88%	475	8,000	44.07%	4,475
Transfers from other funds	10,000	10,000	100%	40,000	30,000	75%	10,000	360,000	8.33%	330,000
Total revenue	\$ 58,975	\$ 29,303	50%	\$ 235,900	\$ 155,361	66%	\$ 80,539	\$ 629,600	24.68%	\$ 474,239
Expenditures										
Personnel services	\$ 58,325	\$ 56,464	97%	\$ 233,300	\$ 172,722	74%	\$ 60,578	\$ 479,700	36.01%	\$ 306,978
Material and services	12,475	20,717	166%	49,900	44,241	89%	5,659	93,500	47.32%	49,259
Transfers	29,750	29,750	100%	119,000	89,250	75%	29,750	241,000	37.03%	151,750
Contingency				74,658				56,358		56,358
Total expenditures	\$ 100,550	\$ 106,931	106%	\$ 476,858	\$ 306,213	64%	\$ 95,987	\$ 870,558	35.17%	\$ 564,345
Revenue over (under) expenditures	\$ (41,575)	\$ (77,629)	-32%	\$ (240,958)	\$ (150,853)	-63%	\$ (15,447)	\$ (240,958)		
Beginning fund balance	240,958	241,205	100%	240,958	241,205	100%		240,958		
Ending fund balance	\$ 199,383	\$ 163,576	82%	\$ -	\$ 90,352	-		\$ -		

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 103 percent of the annual budget. SDC collection at quarter end is at roughly \$533,300 with roughly 10 housing starts that paid SDC's during the third quarter. Intergovernmental revenue is from ODOT for the final reimbursements of the Elm Street Bridge project (pictured below).

Expenditures at quarter end are at roughly 68 percent of the annual budget. Third quarter expenditures were associated with capital projects. Capital expenditures during the third quarter were for the 10th and Main Street project.

Fund balance decreased roughly \$264,000 or -18 percent through the third quarter.

	Current Quarter			Year to Date			Annual Est. Budget Balance	Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %				
Revenue										
Intergovernmental	\$ 369,425	\$ 109,172	30%	\$ 1,477,700	\$ 1,434,595	97%	\$ 43,105	\$ 1,477,700	97.08%	\$ 43,105
Miscellaneous	7,500	-	-	30,000	-	-	30,000	30,000	0.00%	30,000
Interest	7,500	6,359	85%	30,000	20,430	68%	9,570	49,000	41.69%	28,570
System development charges	96,750	127,282	132%	387,000	533,339	138%	(146,339)	774,000	68.91%	240,661
Total revenue	\$ 481,175	\$ 242,813	50%	\$ 1,924,700	\$ 1,988,364	103%	(63,664)	\$ 2,330,700	85.31%	\$ 342,336
Expenditures										
Material and services	\$ 2,500	-	-	\$ 10,000	-	-	\$ 10,000	\$ 20,000	0.00%	\$ 20,000
Capital outlay										
Improvements	649,200	312,297	48%	2,596,800	2,231,964	86%	364,836	2,596,800	85.95%	364,836
Debt service - interest note payable										
Transfers	4,850	-	-	19,400	20,433	105%	(1,033)	38,800	52.66%	18,367
Contingency				698,586				1,075,186	0.00%	1,075,186
Total expenditures	\$ 656,550	\$ 312,297	48%	\$ 3,324,786	\$ 2,252,398	68%	\$ 373,802	\$ 3,730,786	60.37%	\$ 1,478,388
Revenue over (under) expenditures	\$ (175,375)	\$ (69,483)	-5%	\$ (1,400,086)	\$ (264,034)	-18%	\$ (437,466)	\$ (1,400,086)		
Beginning fund balance	1,400,086	1,500,753	107%	1,400,086	1,500,753	107%		1,400,086		
Ending fund balance	\$ 1,224,711	\$ 1,431,270	117%	\$ -	\$ 1,236,719	-		\$ -		



Drone photos taken of the new Elm Street Bridge in January 2020.

March 31, 2020

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 third quarter was at approximately \$4.97 million. Revenue is largely associated with the collection of SDC's with 10 housing starts during the third quarter. SDC's were also collected in association with the Aquifer Storage and Recovery (ASR) project from Apple.

Expenditures are at roughly \$5.17 million through the third quarter and are largely associated with capital expenditures for the ASR project. The ASR project is a method of water storage that uses the natural water storage capabilities of underground aquifers as a cost-effective, scalable and ecologically friendly water storage alternative to traditional storage options, such as above-ground reservoirs and short-term water supply storage tanks. It allows water to be appropriated and injected into the aquifer via wells during periods of cooler temperatures, higher streamflow and lower demands. The stored water can later be recovered and used during periods of hotter temperatures and higher demands, thereby reducing stress on native water sources. In addition, it also provides for a readily available source of stored water for use in the event of drought or supply interruption.

At third quarter end, fund balance decreased roughly \$200,400 or -12 percent.

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Revenue										
Interest	\$ 12,500	\$ 5,403	43%	\$ 50,000	\$ 18,684	37%	\$ 31,316	\$ 90,000	20.76%	\$ 71,316
System development charges	1,587,000	1,972,444	124%	6,348,000	4,953,318	78%	1,394,682	6,578,000	75.30%	1,624,682
Total revenue	\$ 1,599,500	\$ 1,977,847	124%	\$ 6,398,000	\$ 4,972,003	78%	\$ 1,425,997	\$ 6,668,000	74.57%	\$ 1,695,997
Expenditures										
Capital outlay										
Improvements	\$ 1,423,850	1,837,861	129%	\$ 5,695,400	4,801,138	84%	\$ 894,262	\$ 7,933,600	60.52%	3,132,462
Transfers	110,875	95,677	86%	443,500	371,237	84%	72,263	584,000	63.57%	212,763
Contingency				2,445,523				336,823		336,823
Total expenditures	\$ 1,534,725	\$ 1,933,538	126%	\$ 8,584,423	\$ 5,172,375	58%	\$ 966,525	\$ 8,854,423	58.42%	\$ 3,682,048
Revenue over (under) expenditures	\$ 64,775	\$ 44,309	3%	\$ (2,186,423)	\$ (200,372)	-12%	\$ 459,472	\$ (2,186,423)		
Beginning fund balance	2,186,423	1,710,797	78%	2,186,423	1,710,797	78%		2,186,423		
Ending fund balance	\$ 2,251,198	\$ 1,755,106	78%	\$ -	\$ 1,510,425	-		\$ -		

Wastewater SDC Fund

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

Overall revenue through the third quarter is at approximately \$137,100. Third quarter revenue can largely be attributed to SDC collection from 10 housing starts that paid SDC's during the third quarter.

Expenditures are at roughly \$1.26 million or 39 percent of the annual budget through the third quarter. Material and services expenditures are associated with consulting costs during the first half of the year, helping with funding assistance (potential grants). Capital expenditures for the third quarter are largely associated with the 10th and Main Street sewer interceptor project. If SDC collection continues at the current rate, transfers may require a budget adjustment by the end of the biennium.

Fund balance decreased roughly \$1.13 million or -36 percent largely due to capital projects.

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Revenue										
Interest	\$ 12,500	\$ 604	5%	\$ 50,000	\$ 9,540	19%	\$ 40,460	\$ 55,000	17.35%	\$ 45,460
System development charges	29,425	27,118	92%	117,700	127,532	108%	(9,832)	235,400	54.18%	107,868
Total revenue	\$ 41,925	\$ 27,722	66%	\$ 167,700	\$ 137,072	82%	\$ 30,628	\$ 290,400	47.20%	\$ 153,328
Expenditures										
Material and services	\$ 2,500	-	-	\$ 10,000	\$ 19,585	196%	\$ (9,585)	\$ 20,000	97.93%	\$ 415
Capital outlay										
Improvements	759,950	365,478	48%	3,039,800	1,128,299	37%	1,911,501	3,039,800	37.12%	1,911,501
Transfers	20,450	-	-	81,800	113,472	139%	(31,672)	163,600	69.36%	50,128
Contingency				127,092				157,992		157,992
Total expenditures	\$ 782,900	\$ 365,478	47%	\$ 3,258,692	\$ 1,261,356	39%	\$ 1,870,244	\$ 3,381,392	37.30%	\$ 2,120,036
Revenue over (under) expenditures	\$ (740,975)	\$ (337,756)	-11%	\$ (3,090,992)	\$ (1,124,284)	-36%	\$ (1,839,616)	\$ (3,090,992)		
Beginning fund balance	3,090,992	3,127,928	101%	3,090,992	3,127,928	101%		3,090,992		
Ending fund balance	\$ 2,350,017	\$ 2,790,172	119%	\$ -	\$ 2,003,644	-		\$ -		

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.

Third quarter revenue is roughly 82 percent of budget. Miscellaneous revenue is associated with a PERS rate credit from the creation of the City’s new side account in March 2019. In December 2019, the City was able to use the new side account to participate in the Employer Incentive Fund program to apply for matching funds. The City qualified for the first round of matching funds and has been approved for a side account deposit of \$200,000 from the state. The extra deposit will give an extra rate credit offset to be used in the calculation of the City’s PERS rates starting in FY22.

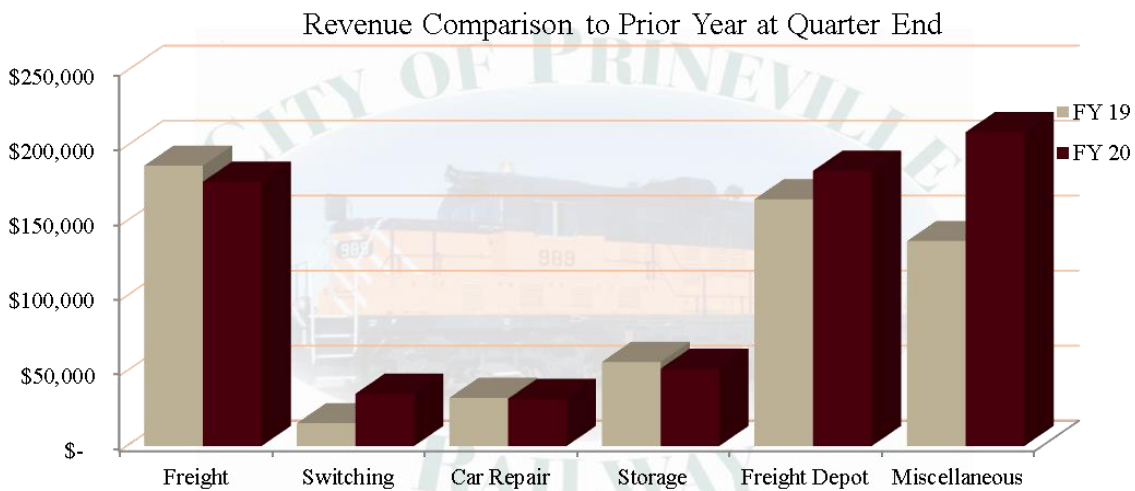
Expenditures through the third quarter are as anticipated with the debt service payments coming out in December and June annually.

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Revenue										
Charges for services	\$ 116,700	\$ 128,325	0%	\$ 466,800	\$ 350,253	75%	\$ 116,547	\$ 997,900	35.10%	\$ 647,647
Interest	3,750	4,325	0%	15,000	12,547	84%	2,453	35,000	35.85%	22,453
Miscellaneous	-	16,047	-	-	48,883	-	\$ (48,883)	-	-	(48,883)
Transfer from other funds	25,000	-	-	100,000	-	-	\$ 100,000	200,000	-	200,000
Total revenue	\$ 145,450	\$ 148,697	102%	\$ 581,800	\$ 411,683	71%	\$ 170,117	\$ 1,232,900	33.39%	\$ 821,217
Expenditures										
Personnel services	\$ -	\$ -	-	\$ -	-	-	\$ -	\$ -	-	\$ -
Debt service										
Principal - POB 2013	50,125	-	-	200,500	-	-	200,500	419,500	-	419,500
Interest - POB 2013	21,900	-	-	87,600	43,796	50%	43,804	167,800	26.10%	124,004
Contingency				603,191				1,254,291		1,254,291
Total expenditures	\$ 72,025	\$ -	0%	\$ 891,291	\$ 43,796	5%	\$ 244,304	\$ 1,841,591	2.38%	\$ 1,797,795
Revenue over (under) expenditures	\$ 73,425	\$ 148,697	25%	\$ (309,491)	\$ 367,887	62%	\$ (74,187)	\$ (608,691)		
Debt service reserve	299,200			299,200				299,200		
Beginning fund balance	608,691	594,230	98%	608,691	594,230	98%		608,691		
Ending fund balance	\$ 682,116	\$ 742,927	109%	\$ 299,200	\$ 962,117	322%		\$ -		

Railroad Fund

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

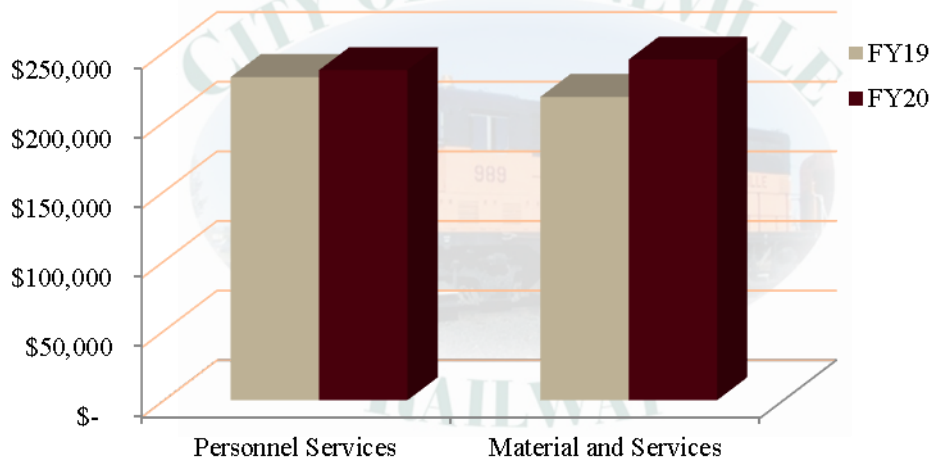
At third quarter end, overall revenue collection is at approximately \$687,000 or 87 percent of the annual budget. Charges for services for the railroad are at approximately \$242,800 or 67 percent of the annual budget, with the freight depot at approximately \$183,400 or 80 percent of annual budget. Overall operating revenue is up roughly 16 percent in comparison to the prior year at quarter end with significant increases in switching and freight depot. The revenue per car average has increased over the prior year at quarter end with the decrease in tire haulage and an increase in more diversified commodities being hauled through the City of Prineville Railway. The revenue per railcar average at third quarter end is approximately \$452 compared to \$413 the prior year. Miscellaneous revenue collected during the third quarter is for tax credits sold in the amount of \$92,000. Below is a prior year comparison at quarter end of operating revenues for the Railroad Fund.



Overall expenditures at third quarter end are at approximately \$605,900 or 31 percent of the annual budget. Materials and services are at roughly 88 percent of the annual budget or \$244,733, which includes approximately \$67,000 in liability insurance expenditures and \$30,000 in repairs due to lightening damage from the first quarter. Personnel services are at 73 percent of the annual budget. Overall operating expenditures are up in comparison to the prior year at quarter end and management is watching them closely. On the next page is a graph comparison of operating expenditures at quarter end to prior year.

Railroad Fund- Continued

Expenditure Comparison to Prior Year at Quarter End



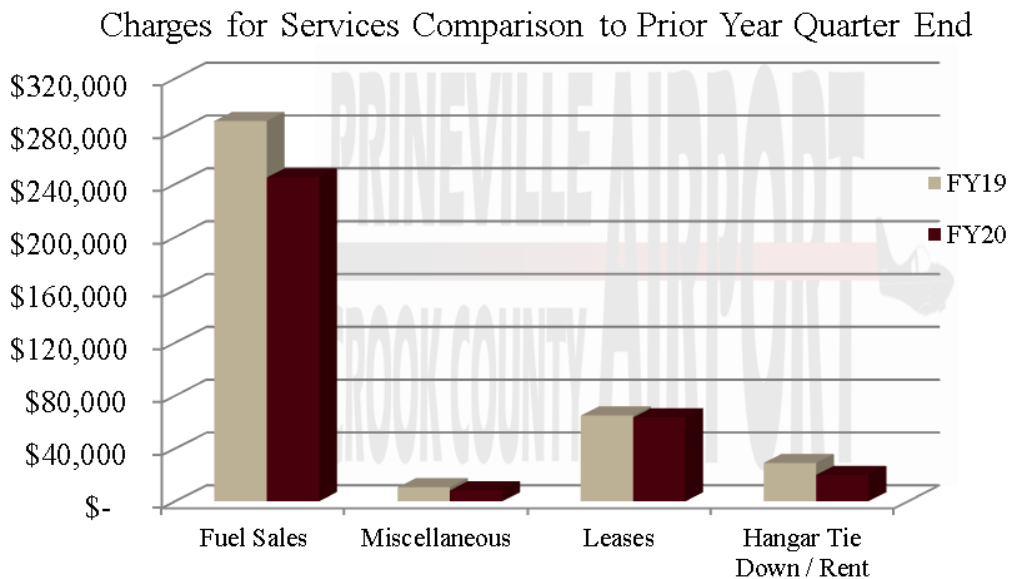
Through the third quarter, fund balance increase roughly \$81,100 or 7 percent.

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Revenue										
Charges for services										
Railroad	\$ 90,000	\$ 61,540	68%	\$ 360,000	\$ 242,754	67%	\$ 117,246	\$ 755,000	32.15%	\$ 512,246
Freight Depot	57,500	66,850	116%	230,000	183,433	80%	46,567	480,000	38.22%	296,567
Use of money and property	31,900	55,941	175%	127,600	110,974	87%	16,626	270,200	41.07%	159,226
Miscellaneous	17,500	92,001	526%	70,000	149,817	214%	(79,817)	145,000	103.32%	(4,817)
Total revenue	\$ 196,900	\$ 276,332	140%	\$ 787,600	\$ 686,979	87%	\$ 100,621	\$ 1,650,200	41.63%	\$ 963,221
Expenditures										
Personnel services	\$ 80,900	\$ 76,401	94%	\$ 323,600	\$ 237,142	73%	\$ 86,458	\$ 747,000	31.75%	\$ 509,858
Material and services	69,450	53,193	77%	277,800	244,733	88%	33,068	543,300	45.05%	298,568
Capital outlay										
Improvements	23,250	22,875	25%	93,000	55,931	60%	37,069	134,000	41.74%	78,069
Transfers	22,700	22,700	100%	90,800	68,100	75%	22,700	181,700	37.48%	113,600
Contingency				1,148,193				1,189,993		1,189,993
Total expenditures	\$ 196,300	\$ 175,169	89%	\$ 1,933,393	\$ 605,906	31%	\$ 179,294	\$ 2,795,993	21.67%	\$ 2,190,087
Revenue over (under) expenditures	\$ 600	\$ 101,162	9%	\$ (1,145,793)	\$ 81,073	7%	\$ (78,673)	\$ (1,145,793)		
Beginning fund balance	1,145,793	1,127,669	98%	1,145,793	1,127,669	98%		1,145,793		
Ending fund balance	\$ 1,146,393	\$ 1,228,831	107%	\$ -	\$ 1,208,742	-		\$ -		

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.

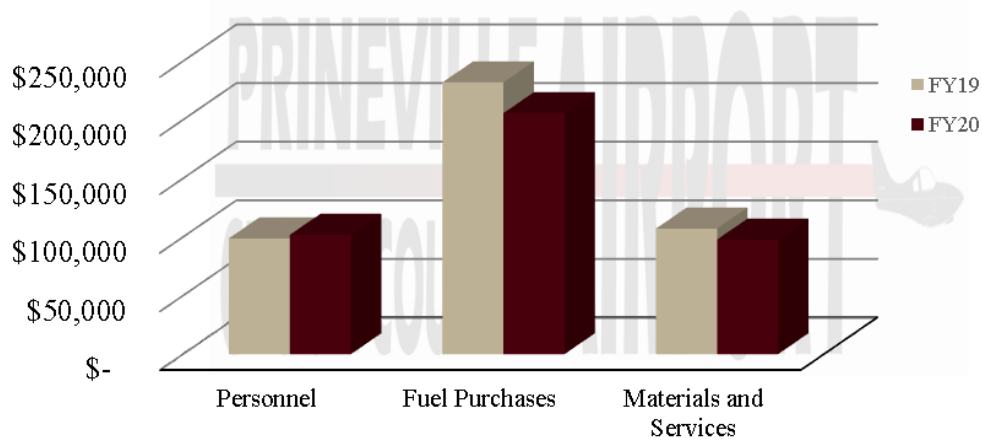
Revenue collection through the third quarter came in at approximately 58 percent of the annual budget or \$1.03 million. Overall charges for services are down over the prior year with fuel sales being down roughly 15 percent. The price of fuel has gone down in comparison to the prior year and competitors in Bend have been keeping their fuel prices in line with the Prineville Airport. Hangar / tie down rents are also down in comparison to the prior year roughly 31 percent with a decrease in rents collected in March 2020. Intergovernmental revenue for the third quarter is all associated with the finalization of the Connect Oregon grant. Below is a prior year comparison for operating revenue making up charges for services.



Overall expenditures through the third quarter came in at approximately \$1.09 million or 61 percent of the annual budget. Materials and services are tracking under budget at 56 percent of the annual budget. Capital expenditures during the third quarter were for the finalization of the new fuel system which is now operational and largely funded through a Connect Oregon grant. Overall operating expenses are down roughly -7 percent over the prior year at quarter end. On the next page is a prior year comparison of operating expenditures.

Airport Fund - Continued

Expenditure Comparison to Prior Year Quarter End



At third quarter end, fund balance decreased roughly -34 percent. Decreases in fund balance are largely due to capital improvements. Inventory at quarter end totaled approximately \$61,900.

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Revenue										
Intergovernmental	\$ 272,500	\$ 473,871	174%	\$ 1,090,000	\$ 603,383	55%	\$ 486,617	\$ 1,180,000	51.13%	\$ 576,617
Charges for services	147,000	68,392	47%	588,000	336,969	57%	251,031	1,164,000	28.95%	827,031
Interest	-	-	-	-	939	-	(939)	-	-	(939)
Transfers	22,500	90,000	400%	90,000	90,000	100%	-	180,000	50.00%	90,000
Total revenue	\$ 442,000	\$ 632,263	143%	\$ 1,768,000	\$ 1,031,291	58%	\$ 736,709	\$ 2,524,000	40.86%	\$ 1,492,709
Expenditures										
Personnel service	\$ 33,600	\$ 31,969	95%	\$ 134,400	\$ 101,865	76%	\$ 32,535	\$ 269,900	37.74%	\$ 168,035
Materials and services	136,675	60,984	45%	546,700	303,502	56%	243,198	1,088,400	27.89%	784,898
Capital outlay	250,000	526,482	211%	1,000,000	607,128	61%	392,872	1,000,000	60.71%	392,872
Debt service										
Les Schwab Hangar	6,250	-	-	25,000	25,000	100%	-	50,000	50.00%	25,000
Transfers	16,625	16,625	100%	66,500	49,875	75%	16,625	122,700	40.65%	72,825
Contingency				8,615				6,215	-	6,215
Total expenditures	\$ 443,150	\$ 636,060	144%	\$ 1,781,215	\$ 1,087,370	61%	\$ 685,230	\$ 2,537,215	42.86%	\$ 1,449,845
Revenue over (under) expenditures	\$ (1,150)	\$ (3,797)	-2%	\$ (13,215)	\$ (56,079)	-34%	\$ 51,479	\$ (13,215)		
Beginning fund balance	13,215	163,422	1237%	13,215	163,422	1237%		13,215		
Ending fund balance	\$ 12,065	\$ 159,625	1323%	\$ -	\$ 107,343	-		\$ -		

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 third quarter came in at approximately \$2.16 million or 72 percent of the annual budget. Revenue associated with charges for service came in at roughly \$2.03 million which is a decrease over the prior year of roughly \$264,700. Water sales in comparison to the prior year have dropped roughly \$217,000 with the phases of the Facebook expansion needing bulk water for construction and dust abatement being completed during the prior year. This coupled with mild summer temperatures in comparison to the prior year and thunderstorms that brought rain over the first quarter has led to less water consumption needed for irrigation.

Expenditures through quarter end are at approximately \$2.19 million or 65 percent of the annual budget. Third quarter capital expenditures are largely associated with the Bowman Hydro project, Habitat Conservation Plan, preparing for well drilling at the Lamonta well site and water rights support.

Fund balance decreased roughly \$25,100 or -3 percent through the third quarter.

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Revenue										
Charges for services	\$ 710,000	\$ 478,878	67%	\$ 2,840,000	\$ 2,028,805	71%	\$ 811,195	\$ 5,785,000	35.07%	\$ 3,756,195
Interest	5,000	1,654	33%	20,000	5,303	27%	14,697	40,000	13.26%	34,697
Miscellaneous	1,375	-	-	5,500	-	-	5,500	11,000	-	11,000
Transfers	31,500	-	-	126,000	127,000	101%	(1,000)	255,000	49.80%	128,000
Total revenue	\$ 747,875	\$ 480,531	64%	\$ 2,991,500	\$ 2,161,108	35%	\$ 830,392	\$ 6,091,000	35.48%	\$ 3,929,892
Expenditures										
Materials and services	\$ 145,075	\$ 135,807	94%	\$ 580,300	\$ 458,836	79%	\$ 121,464	1,184,500	38.74%	\$ 725,664
Franchise fee expense	35,500	35,500	100%	142,000	106,500	75%	35,500	289,000	36.85%	182,500
Capital outlay										
Equipment										
Improvements	165,000	66,106	40%	660,000	683,964	104%	(23,964)	675,000	101.33%	(8,964)
Principal										
Refunding bond 2017	34,150	-	-	136,600	-	-	136,600	276,900	-	276,900
Interest										
Refunding bond 2017	14,500	-	-	58,000	28,956	50%	29,044	112,300	25.78%	83,344
Transfers	302,650	302,650	100%	1,210,600	907,950	75%	302,650	2,431,700	37.34%	1,523,750
Contingency					594,670			1,512,270		1,512,270
Total expenditures	\$ 696,875	\$ 540,063	77%	\$ 3,382,170	\$ 2,186,207	65%	\$ 601,293	\$ 6,481,670	33.73%	\$ 4,295,463
Revenue over (under) expenditures	\$ 51,000	\$ (59,532)	-8%	\$ (390,670)	\$ (25,099)	-3%	\$ 229,099	\$ (390,670)		
Debt service reserve	194,600			194,600				194,600		194,600
Beginning fund balance	585,270	783,298	134%	585,270	783,298	134%		585,270		
Ending fund balance	\$ 636,270	\$ 723,766	114%	\$ 194,600	\$ 758,199	390%		\$ -		

Wastewater Fund

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

Overall revenue collection at quarter end came in at approximately \$2.92 million or 75 percent of the annual budget. Revenue collection for charges for services was roughly \$2.64 million or 72 percent of the annual budget which is an increase over the prior year of approximately \$40,500. The semiannual payment for the pasture lease was received during the third quarter in the amount of \$36,605.

Expenditures at quarter end came in at roughly \$3.68 million or 56 percent of the annual budget. Capital expenditures during the third quarter are largely associated with electrical work and laminate flooring being put in at the wastewater treatment plant.

Fund balance decreased roughly \$756,100 or -19 percent through the third quarter largely due to the \$750,000 transfer to the golf course for the irrigation project that took place in the first quarter.

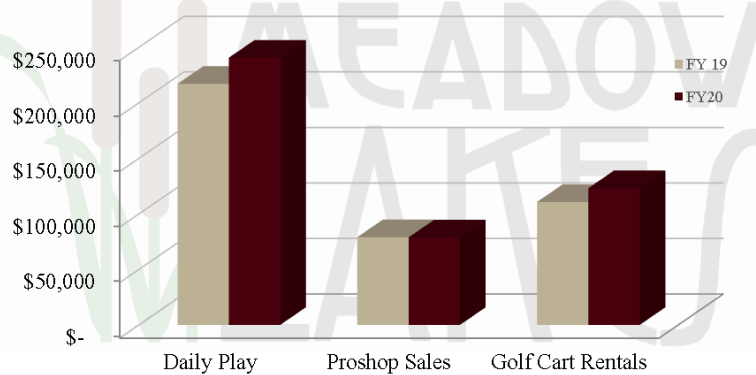
Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Charges for services	\$ 923,075	\$ 862,793	93%	\$ 3,692,300	\$ 2,642,902	72%	\$ 1,049,398	\$ 7,518,300	35.15%	\$ 4,875,398
Interest	13,500	25,246	187%	54,000	86,728	161%	(32,728)	96,000	90.34%	9,272
Miscellaneous	20,925	41,735	199%	83,700	85,926	103%	(2,226)	167,400	51.33%	81,474
SDCs - reimbursement fees	12,000	-	-	48,000	108,510	226%	(60,510)	98,000	110.72%	(10,510)
Total revenue	\$ 969,500	\$ 929,773	96%	\$ 3,878,000	\$ 2,924,067	75%	\$ 953,933	\$ 7,879,700	37.11%	\$ 4,955,633
Expenditures										
Personnel services	\$ 31,775	\$ 29,408	93%	\$ 127,100	\$ 91,346	72%	\$ 35,754	\$ 259,000	35.27%	\$ 167,654
Materials and services	179,225	147,044	82%	716,900	467,027	65%	249,873	1,448,900	32.23%	981,873
Franchise fee expense	46,250	46,250	100%	185,000	138,750	75%	46,250	376,000	36.90%	237,250
Capital outlay										
Improvements	76,250	11,895	16%	305,000	74,470	24%	230,530	1,355,000	5.50%	1,280,530
Debt service										
Principal										
DEQ CWSRF R74682/2	118,825	239,356	201%	475,300	475,244	100%	56	964,700	49.26%	489,456
Refunding 2017	39,850	-	-	159,400	-	-	159,400	323,200	0.00%	323,200
State of Oregon IFA	7,825	-	-	31,300	26,753	85%	4,547	58,400	45.81%	31,647
USDA 2015	14,425	57,704	400%	57,700	57,704	100%	(4)	117,000	49.32%	59,296
Interest										
DEQ CWSRF R74682/2	28,000	54,254	194%	112,000	111,976	100%	24	209,900	53.35%	97,924
Refunding 2017	16,900	-	-	67,600	33,789	50%	33,811	131,000	25.79%	97,211
State of Oregon IFA	1,875	-	-	7,500	7,302	97%	198	82,000	8.91%	74,698
USDA 2015	27,125	108,456	400%	108,500	108,456	100%	44	215,400	50.35%	106,944
Fees										
DEQ CWSRF R74682/2	4,925	-	-	19,700	19,633	100%	67	37,000	53.06%	17,367
Transfers	626,725	439,225	70%	2,506,900	2,067,675	82%	439,225	4,273,900	48.38%	2,206,225
Contingency				1,715,616				745,816		745,816
Total expenditures	\$ 1,219,975	\$ 1,133,591	93%	\$ 6,595,516	\$ 3,680,124	56%	\$ 1,199,776	\$ 10,597,216	34.73%	\$ 6,917,092
Revenue over (under) expenditures	\$ (250,475)	\$ (203,818)	-5%	\$ (2,717,516)	\$ (756,057)	-19%	\$ (245,843)	\$ (2,717,516)		
Other resources / (requirements)										
Debt service reserve	1,014,800			1,014,800				1,014,800		1,014,800
Capital reserve	200,000			200,000				200,000		200,000
Beginning fund balance	3,932,316	3,940,686	100%	3,932,316	3,940,686	100%		3,932,316		
Ending fund balance	\$ 3,681,841	\$ 3,736,868	101%	\$ 1,214,800	\$ 3,184,629	262%		\$ -		

Golf Course and Restaurant Fund

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

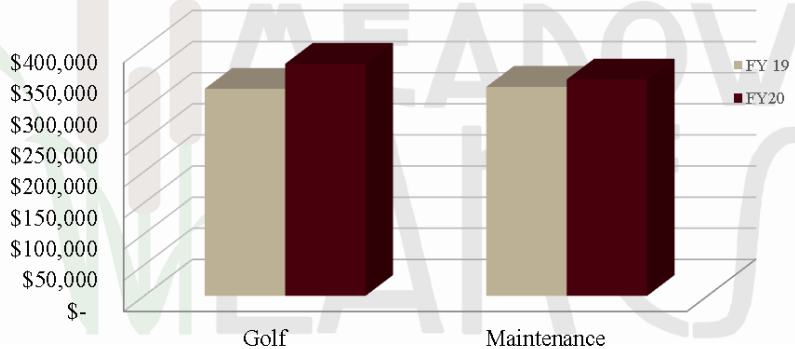
Overall revenue collection is at approximately \$1.58 million at third quarter end or 82 percent of the annual budget. Golf operating revenue came in at about \$514,900 or 67 percent of the annual budget which is an increase over the prior year at quarter end of roughly 7 percent. Rounds of golf are up roughly 12 percent overall through the third quarter. During the third quarter the proshop was remodeled but before it could be revealed, the proshop had to close to the public due to COVID 19 restrictions impacting proshop sales. Below is a comparison to the prior year of the significant operating revenue sources for the golf course.

Golf Revenue Comparison to Prior Year at Quarter End



Expenditures at quarter end came in at roughly \$818,200 or 35 percent of the annual budget. Waste disposal expenditures are at roughly \$347,700 or 71 percent of the annual budget, an increase of approximately 3.6 percent over the prior year at third quarter end. Golf course operating expenditures are up approximately 12 percent with personnel services, golf course supplies and transfers all up over the prior year. During the third quarter, the proshop underwent a remodel (pictured on the next page) which was a budgeted capital project. Below is a comparison of operating only expenditures to the prior year by department.

Operating Expenditure Comparison to Prior Year at Quarter End



Golf Course and Restaurant Fund - Continued

Fund balance increased roughly \$766,800 or 155 percent through the third quarter with the budgeted transfer of \$750,000 that was completed in the first quarter from the Wastewater Fund for the needed irrigation replacement project which is currently in phase 2 (construction cost estimates, construction documents and bidding).

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Charges for services										
Golf Course	\$ 191,375	\$ 134,373	70%	\$ 765,500	\$ 514,852	67%	\$ 250,648	\$ 1,556,000	33.09%	\$ 1,041,148
Waste Disposal	92,500	92,500	100%	370,000	277,500	75%	92,500	740,000	37.50%	462,500
Restaurant	5,400	4,572	85%	21,600	15,287	71%	6,313	48,200	31.72%	32,913
Other	1,125	742	66%	4,500	3,430	76%	1,070	9,000	38.12%	5,570
Interest	2,250	6,840	304%	9,000	20,435	227%	(11,435)	15,000	136.24%	(5,435)
Transfers	187,500	-	-	750,000	750,000	100%	-	750,000	100.00%	-
Miscellaneous	1,250	72	6%	5,000	3,425	69%	1,575	10,000	34.25%	6,575
Total revenue	\$ 481,400	\$ 239,099	50%	\$ 1,925,600	\$ 1,584,930	82%	\$ 340,670	\$ 3,128,200	50.67%	\$ 1,543,270
Expenditures										
Golf Course	\$ 327,625	\$ 144,863	44%	\$ 1,310,500	\$ 425,758	32%	\$ 884,742	\$ 1,880,100	22.65%	\$ 1,454,342
Waste Disposal	121,700	87,141	72%	486,800	347,707	71%	139,093	994,500	34.96%	646,793
Restaurant	8,250	4,888	59%	33,000	16,337	50%	16,663	68,000	24.02%	51,663
Debt service										
Principal - note payable	6,475	6,498	100%	25,900	19,357	75%	6,543	82,200	23.55%	62,843
Interest - note payable	500	460	92%	2,000	1,517	76%	483	2,200	68.97%	683
Principal - 2017 bond	11,250	-	-	45,000	-	-	45,000	90,000	0.00%	90,000
Interest - 2017 bond	2,375	-	-	9,500	4,726	50%	4,774	17,800	26.55%	13,074
Scooter lease	-	-	-	-	2,751	-	(2,751)	-	-	(2,751)
Contingency				413,795				394,295		394,295
Total expenditures	\$ 478,175	\$ 243,851	51%	\$ 2,326,495	\$ 818,153	35%	\$ 1,097,298	\$ 3,529,095	23.18%	\$ 2,710,942
Revenue over (under) expenditures	\$ 3,225	\$ (4,751)	-1%	\$ (400,895)	\$ 766,777	155%	\$ (756,628)	\$ (400,895)		
Debt service reserve	82,400			82,400				82,400		82,400
Beginning fund balance	483,295	494,280	102%	483,295	494,280	102%		483,295		
Ending fund balance	\$ 486,520	\$ 489,529	101%	\$ 82,400	\$ 1,261,057	1530%		\$ -		



Completed proshop remodel that was finished in March 2020

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 third quarter came in at approximately \$1.97 million or 72 percent of the annual budget. Third quarter charges for services include approximately \$15,400 in 911 user equipment reimbursements and \$586,100 in Internal Service Fund transfers.

Overall expenditures at quarter end are at approximately 73 percent of the annual budget or \$2.33 million. Expenditures are tracking below budget in the City Council, Administrative Services and Financial Services departments at third quarter end. In the IT Department expenses are up largely due to services that are being provided to the 911 users which totaled roughly \$308,000 during third quarter. During the third quarter the equipment was purchased to upgrading mobile radios for the 911 users. These expenses are to be reimbursed and the additional revenue will offset the expense. It is undetermined at this time if this line item will require a budget adjustment.

Fund balance decreased roughly \$363,900 or -95 percent through the third quarter largely due to 911 user equipment upgrades that are currently in process. .

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Budget Est.	Actual	Quarter Budget %	Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Revenue										
Charges for services	\$ 680,600	\$ 611,224	90%	\$ 2,722,400	\$ 1,963,274	72%	\$ 759,126	\$ 5,319,900	36.90%	\$ 3,356,626
Interest	2,500	1,253	50%	10,000	5,688	57%	4,312	20,000	28.44%	14,312
Total revenue	\$ 683,100	\$ 612,477	90%	\$ 2,732,400	\$ 1,968,962	72%	\$ 763,439	\$ 5,339,900	36.87%	\$ 3,370,939
Expenditures										
City Council	\$ 22,575	\$ 14,221	63%	\$ 90,300	\$ 50,752	56%	\$ 39,548	\$ 182,100	27.87%	\$ 131,348
Administration / Team Services	200,750	208,212	104%	803,000	592,520	74%	210,480	1,614,500	36.70%	1,021,980
Financial Services	231,725	211,858	91%	926,900	645,967	70%	280,933	1,878,500	34.39%	1,232,533
Information Technology	221,700	495,336	223%	886,800	1,043,638	118%	(156,838)	1,723,000	60.57%	679,362
Contingency				478,314				394,714		394,714
Total expenditures	\$ 676,750	\$ 929,628	137%	\$ 3,185,314	\$ 2,332,878	73%	\$ 374,122	\$ 5,792,814	40.27%	\$ 3,459,936
Revenue over (under) expenditures	\$ 6,350	\$ (317,151)	-83%	\$ (452,914)	\$ (363,916)	-95%	\$ 389,316	\$ (452,914)		
Beginning fund balance	452,914	381,653	84%	452,914	381,653	84%		452,914		
Ending fund balance	\$ 459,264	\$ 64,502	14%	\$ -	\$ 17,737	-		\$ -		



IT on Wolf Mountain for site restoration work at the beginning of the third quarter.

Building Facilities Fund

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

Overall revenues are roughly 55 percent of the annual budget. Third quarter intergovernmental revenues collections were for the citywide parks master plan from the State of Oregon and the Senior Center CDBG.

Expenditures during the third quarter are roughly 22 percent of the annual budget. Capital expenditures in the Police Facility Department were for design and engineering services needed for the retrofitting of the new police facility building totaling \$187,800 in the third quarter. During the third quarter the police facility remodel was successfully awarded and demolition started at the very beginning of the fourth quarter. In the CDBG- Sr. Center Department, the senior center rehabilitation project was awarded and the contractors started working in March. This project is expected to be completed in early summer. In the Barnes Butte Department, third quarter expenditures are largely associated with capital equipment or improvements projects. These projects include the citywide parks master plan, wagon construction and grass planting. Through the third quarter both the City Hall and Public Works Department are tracking under the annual budget.

Fund balance decreased approximately \$185,500 or -6 percent through the third quarter.

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Revenue										
Rent	\$ 52,775	\$ 52,800	100%	\$ 211,100	\$ 158,400	75%	\$ 52,700	\$ 438,000	36.16%	\$ 279,600
Transfers	158,550	145,550	92%	634,200	436,650	69%	197,550	1,211,300	36.05%	774,650
Miscellaneous	1,250	6,686	535%	5,000	19,769	395%	(14,769)	10,000	197.69%	(9,769)
Intergovernmental	192,075	219,992	115%	768,300	253,013	33%	515,287	768,300	32.93%	515,287
Interest	11,250	14,903	132%	45,000	51,370	114%	(6,370)	70,000	73.39%	18,630
Total revenue	\$ 415,900	\$ 439,932	106%	\$ 1,663,600	\$ 919,202	55%	\$ 744,398	\$ 2,497,600	36.80%	\$ 1,578,398
Expenditures										
City Hall facilities	\$ 64,000	\$ 16,694	26%	\$ 256,000	\$ 73,371	29%	\$ 182,629.26	\$ 512,300	14.32%	\$ 438,929
Police facilities	422,725	203,454	48%	1,690,900	609,804	36%	1,081,096	3,386,200	18.01%	2,776,396
CDBG - Sr. Center	182,075	225,480	124%	728,300	246,634	34%	481,666	728,300	33.86%	481,666
Public Works facilities	10,500	9,516	91%	42,000	24,482	58%	17,518	85,000	28.80%	60,518
Barnes Butte	48,000	64,339	134%	192,000	150,383	78%	41,617	297,000	50.63%	146,617
Contingency				1,412,908				122,308		122,308
Total expenditures	\$ 727,300	\$ 519,483	71%	\$ 4,322,108	\$ 1,104,674	22%	\$ 1,804,526	\$ 5,131,108	21.53%	\$ 4,026,434
Revenue over (under) expenditures	\$ (311,400)	\$ (79,551)	-3%	\$ (2,658,508)	(185,472)	-6%	\$ (1,060,128)	\$ (2,633,508)		
Other requirements										
Debt service reserve	212,900			212,900				237,900		237,900
Beginning fund balance	2,871,408	3,117,775	109%	2,871,408	3,117,775	109%		2,871,408		
Ending fund balance	\$ 2,560,008	\$ 3,038,224	119%	\$ 212,900	\$ 2,932,303	1377%		\$ -		

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.

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

Third quarter expenditures are for contracted grounds keeping and ice removal.

Revenue	Current Quarter		Year to Date						Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance				
Intergovernmental	\$ 4,375	\$ -	-	\$ 17,500	\$ 6,461	37%	\$ 11,039	\$ 22,500	28.72%	\$ 16,039	
Interest	250	221	88%	1,000	731	73%	269	2,000	36.54%	\$ 1,269	
Transfers	4,375	-	-	17,500	6,461	37%	11,039	22,500	28.72%	\$ 16,039	
Total revenue	\$ 9,000	\$ 221	2%	\$ 36,000	\$ 13,653	38%	\$ 22,347	\$ 47,000	29.05%	\$ 33,347	
Expenditures											
Materials and services	\$ 7,250	\$ 3,514	48%	\$ 29,000	\$ 7,022	24%	\$ 21,978	\$ 43,000	16.33%	\$ 35,978	
Transfers	500	-	-	2,000	-	-	2,000	4,000	0.00%	4,000	
Contingency				41,318				36,318		36,318	
Total expenditures	\$ 7,750	\$ 3,514	45%	\$ 72,318	\$ 7,022	10%	\$ 23,978	\$ 83,318	8.43%	\$ 76,296	
Revenue over (under) expenditures	\$ 1,250	\$ (3,294)	-9%	\$ (36,318)	\$ 6,631	18%	\$ (1,631)	\$ (36,318)			
Other requirements											
Debt service reserve	-	-	-	-	-	-	-	-	-	-	
Beginning fund balance	36,318	37,077	102%	36,318	37,077	102%		36,318			
Ending fund balance	\$ 37,568	\$ 33,783	90%	\$ -	\$ 43,708	-		\$ -			



Plaza in January 2020.

Public Works Support Services Fund

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

Third quarter revenues are at roughly 62 percent of the annual budget. The State’s STP fund exchange program has made some changes in the way they distribute dollars for projects. This change makes it unlikely that the intergovernmental revenue anticipated for FY20 will come in but instead will be received in FY21.

Overall expenditures through the third quarter are at roughly 66 percent of the annual budget. Expenditures for support services are tracking slightly under budget through the third quarter with personnel services coming in at 74 percent at quarter end. Third quarter expenditures in the fleet and vehicles department were largely associated maintenance and supplies for maintaining the equipment and vehicles.

Fund balance decreased approximately \$202,300 or -111 percent through the third quarter. Fund is anticipated to recover by yearend with revenue coming in from the SDC funds in the amount of roughly \$235,000 for engineering services provided for the capital projects in those funds.

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Balance
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Balance			
Intergovernmental	\$ 29,250	\$ -	-	\$ 117,000	\$ -	-	\$ 117,000	\$ 236,000	0.00%	\$ 236,000
Charges for services	499,750	441,000	88%	1,999,000	1,323,000	66%	676,000	4,000,500	33.07%	2,677,500
Interest	875	585	67%	3,500	3,071	88%	429	7,000	43.86%	3,929
Miscellaneous	4,500	122	3%	18,000	198	1%	17,802	36,000	0.55%	35,802
Total revenue	\$ 534,375	\$ 441,707	83%	\$ 2,137,500	\$ 1,326,268	62%	\$ 811,232	\$ 4,279,500	30.99%	\$ 2,953,232
Expenditures										
Public Works Support Services	\$ 430,275	\$ 439,453	102%	\$ 1,721,100	\$ 1,266,706	74%	\$ 454,394	\$ 3,527,000	35.91%	\$ 2,260,294
Public Works Fleet and Vehicles	78,275	30,815	39%	313,100	261,907	84%	51,193	636,600	41.14%	374,693
Contingency				278,233				290,833		290,833
Total expenditures	\$ 508,550	\$ 470,269	92%	\$ 2,312,433	\$ 1,528,613	66%	\$ 505,587	\$ 4,454,433	34.32%	\$ 2,925,820
Revenue over (under) expenditures	\$ 25,825	\$ (28,562)	-16%	\$ (174,933)	\$ (202,345)	-111%	\$ 305,645	\$ (174,933)		
Beginning fund balance	174,933	183,109	105%	174,933	183,109	105%		174,933		
Ending fund balance	\$ 200,758	\$ 154,547	77%	\$ -	\$ (19,236)	-		\$ -		

CHAPTER 156: RECEIVERSHIP

156.01 Title, Purpose, and Scope; Findings.

This ordinance shall be known and may be cited as the “Housing Receivership Ordinance of the City of Prineville.” The purpose of the ordinance is to establish the authority and procedures for the use of the Oregon Housing Receivership Act (ORS 105.420 to 105.455), and shall apply to all residential property. The remedies provided for in this ordinance shall be in addition to any other remedy set out in the Code. In addition to the Oregon Legislature’s findings set out at ORS 105.420, the City Council specially finds that properties in violation of the Act create an undue risk of harm to the City’s public safety officers and firefighters responding to calls at these properties, as well as neighboring citizens. The Council declares that the health, safety and welfare of citizens, public safety officers and firefighters are promoted by adopting and implementing the Housing Receivership Ordinance of the City of Prineville.

156.02 Definitions.

- (1) “Abatement” means the removal or correction of any condition at a property including demolition that violates a provision of a City building or housing code, as well as the making of other such improvements or corrections as are needed to affect the rehabilitation of the property or structure, but not including the closing or physical securing of the structure.
- (2) “Building or housing code” means any City law, ordinance or regulation concerning habitability or the construction, maintenance, operation, occupancy, use or appearance of any property.
- (3) “Interested Party” means any person or entity that possesses any legal or equitable interest of record in the property, including but not limited to the holder of any lien or encumbrance of record on the property.
- (4) “Property” means any real property and all improvements thereon including edifices, structures, buildings, unit or part thereof used or intended to be used for residential purpose including single-family, duplex, multi-family, and mixed-use structures which have one or more residential units.

156.03 Authority

- (1) Subject to Council approval, when the City Manager finds that a property is in violation of a building or housing code, and in the exercise of reasonable discretion believes that violation is a threat to the public’s health, safety, or welfare, the City Manager may apply to a court of competent jurisdiction for the appointment of a receiver to perform an abatement.
- (2) In administering the provisions of this ordinance, the City Manager’s approval shall include, but is not limited to:
 - a. The selection of properties, subject to Council approval;

- b. The selection of appropriate receivers, subject to Council approval; and
- c. The establishment of written rules and procedures as are deemed necessary for the administration of this ordinance.

156.04 Selection of Properties.

In selecting properties where the City may seek appointment of a receiver, the City Manager shall consider those properties that have, at a minimum, the following characteristics:

- (1) A violation of a building or housing code that threatens the public health, safety, or welfare; and
- (2) The owner has not acted in a timely manner to correct the violations.

156.05 Notice to Interested Parties and Application

(1) At least 60 days prior to the filing of an application of a receiver, the City Manager shall cause notice to be sent by certified mail to all interested parties.

(2) The notice shall give the date upon which the City has the right to file with the Court for the receiver, and in addition shall:

- a. State the address and legal description of the property;
- b. List the building or housing code violations which give rise to the proposed application; and
- c. Give the name, address, and telephone number of a person who can provide additional information concerning the violations and their remedy.

156.06 Selection of Receivers

In selecting specific receivers, the City Manager shall choose the City agency or department designated by the City as being responsible for the rehabilitation of property, an urban renewal agency, or a private not-for-profit corporation, the primary purpose of which is the improvement of housing conditions within the City. In making the selection, the City Manager shall consider, at a minimum, the following:

- (1) The receiver's experience in rehabilitating and managing this type of property; and
- (2) The receiver's capacity to take on additional property management responsibilities.

156.07 Powers of a Receiver.

A receiver appointed by the Court shall have the authority to take any of the actions provided in ORS 105.435.

156.08 Plan and Estimate

Within 30 days after appointment by the court, a receiver shall submit to the City Manager a written plan for abatement. The City Manager shall approve the plan before the receiver commences work on the abatement.

156.09 Record Keeping

The receiver shall keep a record of all monies received and expended and all costs and obligations incurred in performing the abatement and managing of the property. Records shall be kept in a form as shall be agreed upon by the receiver and the City Manager, and copies shall be provided to the City Manager upon request.

156.10 Purchasing

Excepting any Conflict of Interest policy, all abatement work done pursuant to this ordinance is exempt from the provisions of the City's contracting and purchasing code.

156.11 Lien Enforcement; City Agency or Department as Receiver; Foreclosure

In accordance with ORS 105.440(2), if the costs and obligations incurred due to the abatement have not been paid, the order of the Court shall be filed with the county recorder within 60 days of its filing with the Court and shall thereafter constitute a lien on the property. In addition, unpaid liens shall be entered into the docket of City liens, and shall bear interest at the rate of nine percent (9%) per annum and shall begin to run from the date of entry of the lien in the lien docket. Thereafter, the City may cause the property to be sold as provided in ORS 223.505 to 223.590, or any other method provided by law.

**RESOLUTION NO. 1440
CITY OF PRINEVILLE, OREGON**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

1. A State of Emergency continues to exist in the City of Prineville (City) encompassing all of the areas within city limits.

2. That the City and its officials shall continue to be authorized to take such actions and issue such orders as are determined to be necessary to protect the public and property and to efficiently conduct activities that minimize or mitigate the effect of the emergency as described in Prineville City Code 31.05.

3. The City shall continue to take all necessary steps authorized by law to coordinate response and recovery from this emergency, including, but not limited to, requesting assistance and potential reimbursements from the State of Oregon and the appropriate federal agencies.

4. That emergency procurements of goods and services are authorized pursuant to ORS 279B.080, ORS 279C.335(6), Prineville City Code 31.05, and all other applicable rules.

5. This Resolution and Declaration is effective immediately and shall remain in effect until June 30, 2020 at 11:59 p.m. unless sooner superseded.

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

Stephen P. Uffelman, Mayor

ATTEST:

Lisa Morgan, City Recorder

**RESOLUTION NO. 1441
CITY OF PRINEVILLE, OREGON**

A RESOLUTION AMENDING PRINEVILLE POLICIES DURING THE COVID-19 PANDEMIC

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

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

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

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

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

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

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

Whereas, on March 24, 2020, per Resolution 1430, the City Council ratified City Manager's Administrative Order dated March 16, 2020 regarding the City's policies and responses to the COVID-19 pandemic, some of which require updating; and

Whereas, on April 28, 2020, per Resolution 1435, the City Council adopted City policies and responses to the COVID-19 pandemic; and

Whereas, an Emergency continues to exist, which requires the City taking such actions and issue such orders as are determined to be necessary to protect the public and property and to efficiently conduct activities that minimize or mitigate the effect of the emergency as described in Prineville City Code 31.05.

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

1. To protect the health and safety of City employees, with input from the City Human Resource Department, IT, legal, and other City department heads, the City Manager is authorized to continue to develop emergency policies and guidance on the use of sick leave, vacation leave, telecommuting, meeting protocol, identification of essential and non-essential staff for ongoing presence at City facilities, and other policies that will be in effect for the duration of the emergency.
2. To eliminate the exposure to and spread of COVID-19, and in support of state and federal guidelines for social distancing, the City of Prineville is canceling all standing advisory committee meetings and activities.
4. To eliminate the exposure to and spread of COVID-19, and in support of state and federal guidelines for social distancing, City Hall shall be closed to the general public. Citizens may call City Hall at 541.447.5627 for any governmental needs. Citizens may pay utility bills by utilization of the drop box behind City Hall, over the phone at 541.447.5627, by mail, or through the City's website at <https://www.cityofprineville.com/>.
5. To eliminate the exposure to and spread of COVID-19, and in support of state and federal guidelines for social distancing, the Prineville Police Department lobby will be closed to the general public. Citizens may call the Prineville Police Department at 541.447.4168.

6. To eliminate the exposure to and spread of COVID-19, and in support of state and federal guidelines for social distancing, all non-emergency service calls by Prineville Police shall be handled by telephone.

7. To eliminate the exposure to and spread of COVID-19, and in support of state and federal guidelines for social distancing, the City of Prineville project-based meetings shall be done telephonically and/or by live feed. If the meeting is unable to be conducted telephonically and/or by live feed, then the meeting shall be cancelled.

8. City Council meetings shall be conducted telephonically and by simultaneous video transmission on the City's Facebook page. Citizens shall be provided a phone number to listen to the Council Meeting and are encouraged to utilize Facebook.

9. Other than public hearings, public comment shall be limited to written comments provided to City Council by mail at City of Prineville, ATTN: Lisa Morgan, 387 NE Third Street, Prineville, Oregon 97754, or by email at cityhall@cityofprineville.com. Any written comments must be received no later than 4:00 p.m. on the date of the scheduled Council meeting and must include the sender's name and address to be officially read into the record.

10. This Order shall supersede that Order set forth in Resolution 1435.

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

Stephen P. Uffelman, Mayor

ATTEST:

Lisa Morgan, City Recorder



STAFF REPORT

MEETING DATE: 5/26/2020 **PREPARED BY:** James Wilson

SECTION: Resolution 1442 **DEPARTMENT:** Information Technology

CITY GOAL: Fiscal Responsibility, Provide Quality Municipal Services and Programs

SUBJECT: Amendment Extending Crook County GIS Services IGA

REASON FOR CONSIDERATION:

Extend existing professional services agreement with Crook County GIS for maintenance of geospatial data and mapping support.

BACKGROUND:

The City of Prineville contracts with Crook County through an IGA for maintenance of its geospatial data and mapping systems. This data is used by various City departments including Planning, Engineering, Public Works, Police and Emergency Dispatch. The data is critical to these departments as it provides the base map data for E911 call location, emergency services response, various infrastructure systems and engineering models.

The Crook County GIS Department has maintained this data for the City for a number of years and the City is satisfied with the level of service it receives from this department. Working with the County to produce this data allows for seamless integration of county-wide data in the dataset the City works with.

This arrangement has been in place for a number of years, is working well, and is cost effective for the City.

FISCAL IMPACT:

Budgeted funds in the total amount of \$25,397 within various departmental budgets.

RECOMMENDATION:

Staff recommends approving resolution #1442

**RESOLUTION NO. 1442
CITY OF PRINEVILLE, OREGON**

**A RESOLUTION AMENDING AN INTERGOVERNMENTAL AGREEMENT WITH
CROOK COUNTY REGARDING GIS SUPPORT**

Whereas, the City of Prineville (“City”) and Crook County (“County”) are parties to that certain Intergovernmental Agreement for GIS Support (“Agreement”) effective July 1, 2017, for the provision of services related to the acquisition, development, maintenance, updating, processing, and configuration of mapping data for the Prineville Public Safety Answer Point (PSAP); and

Whereas, the Agreement is set to expire on June 30, 2020, and the Parties wish to continue the terms of the Agreement as modified to extend to June 30, 2021, unless sooner terminated; and

Whereas, Amendment No. 2 to the Agreement has been prepared to memorialize the agreement between the City and County and a copy of that document is attached to this Resolution; and

Whereas, City staff recommends that the attached Amendment No. 2 to the Agreement be approved by City Council.

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

1. Amendment No. 2 to Intergovernmental Agreement Regarding GIS Support is approved.
2. The Mayor and City Manager are authorized and instructed to execute on behalf of the City the Amendment No. 2 to Intergovernmental Agreement Regarding GIS Support.

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

Stephen P. Uffelman, Mayor

ATTEST:

Lisa Morgan, City Recorder

AMENDMENT 2
To Intergovernmental Agreement for GIS Support

This Amendment 2 is entered into by and between Crook County, a political subdivision of the State of Oregon, acting through its GIS/IT Department (hereinafter “County”), and the City of Prineville, a municipal corporation of the State of Oregon (hereinafter “City”); collectively, County and City may be referred to as “the Parties.”

RECITALS

WHEREAS, County and City are parties to that certain Intergovernmental Agreement for GIS Support (hereinafter “the Agreement”) effective July 1, 2017 through June 30, 2019, for the provision of services related to the acquisition, development, maintenance, updating, processing, and configuration of mapping data for the Prineville Public Safety Answer Point (PSAP); and

WHEREAS, Amendment 1 to the Agreement was previously executed effective July 1, 2019 to extend the Agreement through June 30, 2020; and

WHEREAS, the Agreement is set to expire on June 30, 2020, and the Parties wish to continue the terms of the Agreement as modified by this Amendment 2.

AGREEMENT

NOW, THEREFORE, in exchange for the mutual covenants contained below, the Parties agree as follows:

Section One: The Recitals listed above are incorporated herein by reference.

Section Two: The duration of the Agreement is extended to June 30, 2021, unless sooner terminated according to its terms.

Section Three: Except as amended by this Amendment 2, all other terms of the Agreement remain in full force and effect.

IN WITNESS WHEREOF, City and County have executed this Amendment 2 effective on July 1, 2020.

CITY OF PRINEVILLE

CROOK COUNTY COURT

Steve Uffelman, Mayor
Date: _____

Seth Crawford, County Judge
Date: _____

Steve Forrester, City Manager
Date: _____

Jerry Brummer, County Commissioner
Date: _____

Brian Barney, County Commissioner
Date: _____

RESOLUTION NO. 1443

A RESOLUTION EXEMPTING FROM COMPETITION A CONTRACT FOR THE CONSTRUCTION AND INSTALLATION OF THE CITY OF PRINEVILLE’S BARNES BUTTE PEDESTRIAN BRIDGE

RECITALS:

- A. City of Prineville Resolution No. 1266 authorizes the City Council acting as the Contract Review Board for the City to exempt from competition the award of a specific contract or class of contracts based upon a record before the Council making specific findings regarding exempting the Contract from competitive bidding.
- B. A public notice was published in the April 29, 2020 edition of the Daily Journal of Commerce and in the May 5, 2020 edition of the Central Oregonian setting the May 12, 2020 Prineville City Council meeting as the time and place to comment on the City’s draft findings for exempting a contract from competition for a contract for the Barnes Butte Pedestrian Bridge and for directly contracting with Marcum and Son’s, LLC, (“Marcum”) for such construction and installation.
- C. A public hearing was held May 12, 2020, at the Prineville City Council meeting to allow an opportunity for any interested person to appear and present comment. No interested person was present nor were any comments made.
- D. Pursuant to City Resolution No. 1266, the City Council makes the following findings as their basis for exemption from City’s competitive bidding requirements the award of a contract for construction and installation of the City of Prineville’s Barnes Butte Pedestrian Bridge
1. The nature of the contract for which the exemption is requested:
 - Contract for the construction of a pedestrian bridge. This is considered a public improvement project.
 2. The estimated contract price is \$150,000.00.
 3. Findings to support the substantial costs savings, enhancement in quality or performance, or other public benefit anticipated by the exemption from competitive solicitation:
 - The quality of Marcum’s previous work product has been excellent. They have completed their work in a timely manner and at a reasonable cost to the City. Marcum recently completed the reconstruction of the Elm Bridge and a pedestrian bridge over Ochoco Creek. The project was completed on time, under budget with excellent workmanship.
 - Marcum is in good standing with regulatory agencies which should make it easier to complete the project without delays.

- Marcum has agreed to the project in consideration of the purchase of real property and therefore no City funds would be expended for the project.

4. Findings to support the reason that approval of the request would be unlikely to encourage favoritism or diminish competition for the public contract or would otherwise substantially promote the public interest in a manner that could not practically be realized by complying with the solicitation requirements that would otherwise be applicable:

- In addition to findings in Section 3 above, Marcum has agreed to the project on the contingency of being sold City property valued at the amount of the Contract. As such, the City is able to utilize surplus property to accomplish a public need, which is required to complete the project based on budget considerations.

5. A description of the proposed alternative contracting methods to be employed:

- Directly contracting with Marcum for the construction of a pedestrian bridge for the Barnes Butte Recreational Area.

6. The estimated date by which it would be necessary to let the contract is September 1, 2021.

NOW, THEREFORE, based on the above Recitals and findings of fact, the Prineville City Council, sitting as the Contract Review Board for the City of Prineville, hereby resolves as follows:

1. The contract for the construction and installation of the City of Prineville's Barnes Butte Pedestrian Bridge is hereby exempt from competitive bidding.

2. Appropriate City officials are authorized to sign the contract with Marcum and Sons, LLC, for the construction and installation of the City of Prineville's Barnes Butte Pedestrian Bridge.

Passed by the City Council this ____ day of May, 2020.

Stephen P. Uffelman, Mayor

ATTEST:

Lisa Morgan, City Recorder