



Location: City Hall – Council Chambers
Date: September 13, 2022
Time: 6:00 PM

City Council Meeting Agenda

Mayor Jason Beebe, Council Members Steve Uffelman, Janet Hutchison, Patricia Jungmann, Gail Merritt, Jeff Papke, Raymond Law and City Manager Steve Forrester
ATTEND TELEPHONICALLY BY CALLING 346-248-7799 Meeting ID: 947 5839 2608 Passcode: 123456

Call to Order

Flag Salute

Additions to Agenda

Consent Agenda

- [1.](#) Regular Meeting Brief 8-23-2022
- [2.](#) Annual Liquor License Renewal
- [3.](#) Dad's Place - Change In Ownership Liquor Application

Visitors, Appearances and Requests

Council Presentations

Council Business

Staff Reports and Requests

- [4.](#) City Manager's Report - Steve Forrester
5. Meadow Lakes Update - Zach Lampert
- [6.](#) Quarterly Financial Report - Lori Hooper

Committee Reports

Ordinances

Resolutions

- [7.](#) Resolution No. 1537 - Approving Subgrant Agreement with Crook County for COVID State Fiscal Recovery Fund Grant Agreement - Jered Reid

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
August 23, 2022

Council Members Present:

Steve Uffelman
Jason Beebe
Janet Hutchison

Gail Merritt
Ray Law
Jeff Papke

Council Members Absent

Patricia Jungmann

Additions to the Agenda

None.

Consent Agenda

1. Regular Meeting Brief 8-9-2022
2. Annual Liquor License Renewals

Councilor Papke made a motion to approve consent agenda as presented. Motion seconded. No discussion on motion. Motion carried.

Visitors, Appearances and Requests

3. In Memory of Jack Seley

Steve Forrester, City Manager shared some of his memories of Jack Seley and went through all of the roles he played during his years of service with the city as City Councilor.

Mr. Forrester introduced Pastor Mike Wilson.

Pastor Wilson also shared some of his memories of Jack Seley adding that Jack was the very first person he met when he came to Prineville.

Pastor Wilson delivered a prayer in memory of Jack Seley which was followed by a moment of silence.

Council Presentations

There were no Council Presentations.

Council Business

4. Reading of Proclamation – Constitution Week – Mayor Beebe

Mayor Beebe read the Constitution Week proclamation into the record and presented it to Michelle Douthit, Constitution Week Chair of the Bend Chapter DAR.

5. EDCO Rate Increase Request of \$10,000 – Lori Hooper

Lori Hooper, Finance Director presented the staff report.

Councilor Hutchison stated that she thinks that the additional \$5,000 in the next year should be brought back next year since it could change and that she is not familiar with everything EDCO does.

Discussions continued regarding: all of the businesses and investments in the community that have been brought in, and having comprehensive numbers to see the investments, companies, and jobs created.

Ms. Lucas indicated that she could share that information, though some of it is confidential.

There were more discussions regarding the positive impact that EDCO has had in diversifying the types of companies brought here and that the additional \$5,000 in the next year would be part of the budget building and approval process.

There were no further questions.

Councilor Papke made a motion to approve the EDCO rate increase of \$10,000. Motion seconded. Discussion regarding the additional \$5,000 next fiscal year. Councilor Papke amended motion to approve the EDCO rate increase of \$10,000 this fiscal year and additional \$5,000 effective next fiscal year. Councilor Hutchison withdrew second on motion. Motion seconded. Jered Reid, City Attorney confirmed the motion. Mayor Beebe stated he is not opposed to giving more to solidify this EDCO position in Prineville. Motion carried.

6. Intent to Award 2nd Street Storm Water Project – Mike Kasberger

Mike Kasberger, Assistant City Engineer presented the staff report stating that this project is in the budget for our capital improvement project list. Taylor Northwest was the low bid.

There were no further discussions.

Councilor Uffelman made a motion to approve the intent to award the 2nd Street Storm Water Project to Taylor Northwest in the amount of \$210,171.04. Motion seconded. There were discussions regarding the engineers estimate and if the bridge would be disturbed at all, and it will not be disturbed. All in favor, motion carried.

7. Intent to Award Ochoco Avenue Waterline Project – Mike Kasberger

Mr. Kasberger present the staff report explaining that this project is also in our capital improvement project list and once again Taylor Northwest is the low bid.

Councilor Hutchison said it is nice to see bids coming in lower. Mr. Kasberger cautioned that they may appear to be coming in lower than the engineer’s estimate, however the engineer’s estimates have been adjusted to reflect the rising costs of materials.

There were no further discussions.

Councilor Hutchison made a motion to approve the intent to award the Ochoco Avenue Waterline Project to Taylor Northwest in the amount of \$398,141.75. Motion seconded. No discussion on motion. All in favor, motion carried.

8. Consideration of Counter Offer for Right of Way Acquisition – Casey Kaiser

Casey Kaiser, Public Works Director / Senior Planner provided an overview of the executive session discussion.

There were no questions.

Councilor Hutchison made a motion to authorize Epic Land Solutions to make an offer of \$804,866.46 for Right of Way acquisition. Motion seconded. No discussion on motion. All in favor, motion carried.

Staff Reports and Requests:

9. City Manager’s Report– Steve Forrester

Mr. Forrester went through his Manager’s Report that highlighted activities for each department.

There were no questions.

Mr. Reid talked about adjourning to executive session following the meeting.

Committee Reports

Councilor Uffelman added that he recently walked the Barnes Butte Recreation Area (BBRA) and thinks it would be a great wide open place for a kite flying activity and would like to see something next spring.

Ordinances:

None.

Resolutions

10. Resolution No. 1536– Authorizing the City of Prineville to Approve Amendment 3 to Intergovernmental Agreement for Management of Crook County Airport - Jered Reid

Mr. Reid provided the background information for this agreement adding that the city has been managing the airport since 2011.

There were no questions.

Councilor Uffelman made a motion to approve Resolution No. 1536. Motion seconded. No discussion on motion. All in favor, motion carried.

Visitors, Appearances and Requests:

No one came forward.

The meeting adjourned to Executive Session pursuant to ORS 192.660 (2)(i) & ORS 192.660 (8) – Performance Evaluation of an officer, employee or staff member at 6:43 P.M.

The meeting reconvened to open session at 7:21 P.M.

Councilor Law made a motion to increase the City Manager’s sick time cap to 2,000 hours. Motion seconded. No discussion on motion. All in favor, motion carried.

Adjourn

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

Meeting adjourned at 7:22 P.M.

Motions and Outcomes:

Motion:	Outcome	Beebe	Hutchison	Jungmann	Law	Merritt	Papke	Uffelman
Consent Agenda	PASSED	Y	-	-	Y	-	Y	Y
Motion to approve the EDCO rate increase of \$10,000 this fiscal year and additional \$5,000 effective next fiscal year.	PASSED	Y	N	-	Y	Y	Y	Y
Motion to approve the intent to award the 2 nd Street Storm Water Project to Taylor Northwest in the amount of \$210,171.04.	PASSED	Y	Y	-	Y	Y	Y	Y
Motion to approve the intent to award the Ochoco Avenue Waterline Project to Taylor Northwest in the amount of \$398,141.75.	PASSED	Y	Y	-	Y	Y	Y	Y
Motion to authorize Epic Land Solutions to make an offer of \$804,866.46 for Right of Way acquisition.	PASSED	Y	Y	-	Y	Y	Y	Y
Resolution No. 1536– Authorizing the City of Prineville to Approve Amendment 3 to Intergovernmental Agreement for Management of Crook County Airport.	PASSED	Y	Y	-	Y	Y	Y	Y
Motion to increase the City Manager’s sick time cap to 2,000 hours.	PASSED	Y	Y	-	Y	Y	Y	Y
Adjourn Meeting	PASSED	Y	Y	-	Y	Y	Y	Y

Public Records Disclosure

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

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

Annual Liquor License Renewals

September 13, 2022

Rite Aid #5393

Wild Ride Brewing

Prineville Grocery Outlet

Ron's Comfort Food

Crooked Roots Brewing

LIQUOR LICENSE APPLICATION

Page 1 of 3

Check the appropriate license request option:

New Outlet | Change of Ownership | Greater Privilege | Lesser Privilege

Select the license type you are applying for.

More information about all license types is available [online](#).

Full On-Premises

- Commercial
- Caterer
- Public Passenger Carrier
- Other Public Location
- For Profit Private Club
- Nonprofit Private Club

Winery

- Primary location
- Additional locations: 2nd 3rd 4th 5th

Brewery

- Primary location
- Additional locations: 2nd 3rd

Brewery-Public House

- Primary location
- Additional locations: 2nd 3rd

Grower Sales Privilege

- Primary location
- Additional locations: 2nd 3rd

Distillery

- Primary location
- Additional tasting locations: 2nd 3rd 4th 5th 6th

Limited On-Premises

Off Premises

Warehouse

Wholesale Malt Beverage and Wine

INTERNAL USE ONLY

Application received:

6-3-22

Minimum documents acquired:

6-3-22

LOCAL GOVERNING BODY USE ONLY

City/County name:

[City of Prineville](#)

Date application received:

Optional: Date Stamp

[August 24, 2022](#)

Recommend this license be granted

Recommend this license be denied

Printed Name

Date

Return this form to:

Investigator name:

C.M. Gray

Email:

chad.gray@oregon.gov

LIQUOR LICENSE APPLICATION

Page 2 of 3

APPLICANT INFORMATION

Identify the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.

Name of entity or individual applicant #1:

Name of entity or individual applicant #2:

DAD'S PLACE LLC

Name of entity or individual applicant #3:

Name of entity or individual applicant #4:

BUSINESS INFORMATION

Trade Name of the Business (name customers will see):

DAD'S PLACE

Business phone number:
(541) 316-3395

Business email:
FRYSDOWNTOWN2021@GMAIL.COM

Premises street address (The physical location of the business and where the liquor license will be posted):

229 N MAIN ST.

City:
PRINEVILLE

Zip Code:
97754

County:
CROOK

Business mailing address (where we will send any items by mail as described in [OAR 845-004-0065\(11\)](#)):

229 N MAIN ST

City:
PRINEVILLE

State:
OR

Zip Code:
97754

Does the business address currently have an OLCC liquor license? Yes No

Does the business address currently have an OLCC marijuana license? Yes No

APPLICATION CONTACT INFORMATION

Contact Name:

RAE FRY

Phone number:

(541) [REDACTED]

Email:

Mailing address:

City:
PRINEVILLE

Zip Code:
97754

County:
CROOK

Please note: liquor license applications are public records.

LIQUOR LICENSE APPLICATION

Page 3 of 3

ATTESTATIONS

By signing this form, you attest that each of the following statements are true. I understand the Commission may require a licensee to provide proof of any of the below or below referenced documents at any time.

I understand that marijuana is **prohibited** on the licensed premises. This includes marijuana use, consumption, ingestion, inhalation, samples, give-away, sale, etc. I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application are true and complete.

I affirm that I have read OAR 845-005-0311 and all individuals (sole proprietors) or entities with an ownership interest (other than waivable ownership interest per OAR 845-005-0311[6]) are listed as license applicants in #2 above. I understand that failure to list an individual or entity who has an un-waivable ownership interest in the business may result in denial of my license or the OLCC taking action against my license in the event that an undisclosed ownership interest is discovered after license issuance.

RAE FRY



06-03-22

Print name

Signature

Date

Atty. Bar Info (if applicable)

Print name

Signature

Date

Atty. Bar Info (if applicable)

Print name

Signature

Date

Atty. Bar Info (if applicable)

Print name

Signature

Date

Atty. Bar Info (if applicable)



LLC Name DAD'S PLACE LLC

Trade Name of Business (Name Customers Will See) DAD'S PLACEE

The LLC named in this document is a (see page 1 for definitions): Manager-Managed LLC Member-Managed LLC

This section is ONLY for a manager-managed LLC. (Directions on page 1. You may include information on a separate sheet.)

Name of Managing Member (please print)	Name of Managing Member (please print)

This section is for BOTH a manager-managed LLC and a member-managed LLC. (Directions on page 1. You may include information on a separate sheet.)

Name of Member (please print)	Percentage of issued membership held
RAE FRY	100%

This section is ONLY for an LLC with the listed officers. (Directions on page 1. You may include information on a separate sheet.)

Title	Name (please print)
President	
Secretary	
Treasurer	
Vice president with responsibility over the operation of the business	

SERVER EDUCATION DESIGNEE (Directions on page 1)

Name (please print)	Date of Birth
RAE FRY	05-18-1979

SIGNATURE (Directions on page 1)

7K367A SVED: 5-13-20

NAME of Signing Person (please type or print) RAE FRY

 DATE 06-03-22

SIGNATURE of signing person (may electronically sign)

This box for OLCC use ONLY

Only for an applicant of record: SOS Number XXXXXXXXXX Current at time of issuing license (yes/no) 2-23-23

Does the entity hold, or has it ever held, an OLCC-issued liquor license? _____



OREGON LIQUOR CONTROL COMMISSION INDIVIDUAL HISTORY FORM

PRINT FORM

RESET FORM

CCH / DMV cmg 082322

1. Name (Print):	FRY Last	RAE First	MARIE Middle
2. Other names used (maiden, other): GHOLSON, ADKINS			
3. Do you have a Social Security Number (SSN) issued by the United States Social Security Administration? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, you must list your SSN: [REDACTED]			
<p>SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below.</p> <p>Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your <u>voluntary consent</u> 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>			
4. Do you consent to the OLCC's use of my SSN as described above? Check this box: <input checked="" type="checkbox"/>			
5. Date of Birth (DOB):	05 (mm)	18 (dd)	[REDACTED] (yyyy)
6. Driver License or State ID # [REDACTED]			7. State OR
8. Contact Phone: (541) [REDACTED]			
9. E-mail Address [REDACTED]			
10. Mailing Address:	[REDACTED] (Number and Street)	PRINEVILLE (City)	OR 97754 (State) (Zip Code)
11. In the past 10 years, have you been convicted of a felony or a misdemeanor in a U.S. state outside of Oregon? No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> (If yes, explain in the space provided, below) Unsure <input type="checkbox"/> Choose this option and provide an explanation if, for example: you were arrested or went to court, but are unsure of whether there was a conviction; you paid a fine or served probation or parole, but are unsure of whether there was a conviction; or if you know you had a conviction, but you are unsure of whether the conviction has been removed from your record, etc.			



OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY FORM

12. Do you, or any entity that you are a part of, **currently hold** or **have you previously held** a recreational marijuana license in Oregon? (Note: marijuana worker permits are not marijuana licenses.)

No Yes Please list licenses (and year(s) licensed) below Unsure Please include an explanation:

13. Do you, or any entity that you are a part of, hold an alcohol license in a U.S. state outside of Oregon?

No Yes Please list licenses (and year(s) licensed) below Unsure Please include an explanation:

14. Do you or any entity that you are a part of, have any other liquor license applications pending with the OLCC?

No Yes Please list applications below Unsure Please include an explanation:

You must sign your own form (electronic signature acceptable). Another individual, such as your attorney or an individual with power of attorney, **may not** sign your form.

Affirmation

Even if I receive assistance in completing this form, I affirm by my signature below, that my answers on this form are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to my criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Name (Print):	FRY	Last	RAE	First	MARIE	Middle
Signature:					Date:	06-03-22

This box for OLCC use ONLY

_____ Does the individual currently hold, or has the individual previously held, an OLCC- issued liquor license?



LAW ORIENTATION AFFIRMATION

Trade Name of Business DAD'S PLACE

Business Location 229 N MAIN ST. PRINEVILLE 97754
(number, street) (city) (zip code)

I have read the Commission's "Law Orientation for Retailers" booklet.

Today's Date 6-3-22

RAE FRY
Name (print)

[Signature]
Signature

Name (print)

Signature

Name (print)

Signature

Name (print)

Signature



OREGON LIQUOR CONTROL COMMISSION

Real Property Attestation

IMPORTANT: Please read Oregon Administrative Rule (OAR) 845-005-0311 [here](#) before completing this form.

- OAR 845-005-0311 defines who has an ownership interest in the business proposed to be licensed and allows the OLCC to refuse to issue a license if the applicant is not the owner of the business or an undisclosed ownership interest exists.
- Subsection (4)(b) of this rule includes as an ownership interest any person or entity owning the real or personal property of the premises proposed to be licensed, unless the owner of the property has given control over the property to another party via a lease or rental agreement or similar agreement.
- As a part of completing this "Real Property Attestation" form, applicants confirm they have read and understand OAR 845-005-0311.

DAD'S PLACE

Business Trade Name (the name customers see)

229 N MAIN ST PRINEVILLE 97754

Business Address (street, city, zip code)

Definitions

- "Real property" means the real estate (land) and generally whatever is erected or affixed to the land (for example, the building) at the business address.
- "Common area" is a privately owned area where two or more parties (property tenants) have permission to use the area in common. Examples include the walking areas between stores at a shopping center, lobbies, hallways, patios, parking lots, etc. An area's designation as a "common area" is typically identified in the lease or rental agreement.

ATTESTATION

All applicants have read OAR 845-005-0311 and:

1. Each applicant shown on the Liquor License Application form has read and understands OAR 845-005-0311.
2. Only the applicant(s) shown on the Liquor License Application form have an ownership interest in the real property to be used as a part of the licensed business.
3. The licensed premises at the business address proposed to be licensed either:
 - a. Does not include any common areas; or
 - b. Does include one or more common areas; however, only the applicant(s) have the exclusive right to engage in alcohol sales and service in the area to be included as part of the licensed premises.
 - In this circumstance, the applicant(s) acknowledges responsibility for ensuring compliance with liquor laws within and in the immediate vicinity of the licensed premises, including in portions of the premises that are situated in "common areas" and that this requirement applies at all times, even when the business is closed.
4. The premises address at the business address proposed to be licensed matches the premises business address listed on the Liquor License Application form.
5. The licensed premises at the business address above either:
 - a. Has no area on property controlled by a public entity (like a city, county, or state); or
 - b. Has one or more areas on property controlled by a public entity (like a city, county, or state) and the public entity has given at least one of the applicant(s) or licensee(s) permission to exercise the privileges of the license in the area.



OREGON LIQUOR CONTROL COMMISSION

Real Property Attestation

DAD'S PLACE

Business Trade Name (the name customers see)

229 N MAIN ST PRINEVILLE 97754

Business Address (street, city, zip code)

Applicant(s) Signature

- Each individual listed as an applicant must sign this form.
If an applicant is an entity, such as a corporation or LLC, at least one INDIVIDUAL who is authorized to sign for the entity must sign this form.
An individual with the authority to sign on behalf of the applicant (such as the applicant's attorney or an individual with power of attorney) may sign this form. If an individual other than an applicant signs this form, please provide written proof of signature authority. Attorneys signing on behalf of applicants may list the state of bar licensure and bar number in lieu of written proof of authority from an applicant. Applicants are still responsible for all information on this form.

06-03-22

Date

If an attorney

(Print Name)

(State of bar licensure)

(Bar number)

If an applicant

RAE FRY

Applicant #1 (Print Name)

Applicant #1 (Signature)

Applicant #2 (Print Name)

Applicant #2 (Signature)

Applicant #3 (Print Name)

Applicant #3 (Signature)

Applicant #4 (Print Name)

Applicant #4 (Signature)



OREGON LIQUOR CONTROL COMMISSION

**WRITTEN PROPOSAL FOR A FULL ON-PREMISES SALES LICENSE,
COMMERCIAL ESTABLISHMENT**

Please Print or Type

Applicant / Licensee DAD'S PLACE LLC

Trade Name of the Business (Name Customers Will See)
DAD'S PLACE

Business Address 229 N MAIN ST PRINEVILLE 97754
(Number, Street Address, City, and Zip Code)

I certify that I have read and will follow OAR 845-006-0459, 845-006-0460, and 845-006-0466.

I will offer at least five different meals during my regular meal period. My regular meal period will last at least three hours if my business is open after 5:00 pm and will last at least two hours if my business is not open after 5:00 pm.

My regular meal period will be from 6:00 AM to 3:00 PM
(Start Time) (End Time)

During my regular meal period I will have a minimum of 30 indoor dining seats located in areas of the licensed premises regularly open to the public where each table top or seating area provides a minimum space that will accommodate a place setting consisting of a plate or dish, glassware, napkin and utensils for each seat. I understand that seats at counters in entertainment areas, seats at bars, and seats in outdoor areas do not qualify as dining seating.

At times other than my regular meal period I will make at least five different substantial food items available in all areas where alcohol service is available. Substantial food items are food items that are typically served as a main course or entrée.

I understand that discouraging food service is a violation of OAR 845-006-0466. Examples of discouraging food service include not taking, preparing, or delivering a food order in a timely manner; over-pricing food for the clientele of my business; offering or serving unpalatable food; failing to provide required food service; and failing to provide a food service menu in a timely manner when requested by the patron.

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

Name (Print) RAE FRY

Signature  Date 06-03-22



OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: DAD'S PLACE LLC Phone: (541) 316-3395

Trade Name (dba): DAD'S PLACE

Business Location Address: 229 N MAIN ST

City: PRINEVILLE ZIP Code: 97754

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday	6	to	3
Monday	6	to	3
Tuesday	6	to	3
Wednesday	6	to	3
Thursday	6	to	3
Friday	6	to	3
Saturday	6	to	3

N/A

Outdoor Area Hours:

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

N/A

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 checked="" 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 type="checkbox"/> Other: _____ |

DAYS & HOURS OF LIVE OR DJ MUSIC

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

SEATING COUNT

Restaurant: 34 Outdoor: _____

Lounge: _____ Other (explain): _____

Banquet: _____ Total Seating: 34

OLCC USE ONLY	
Investigator Verified Seating: _____(Y) <u>X</u> (N)	
Investigator Initials: <u>CMG</u>	
Date: <u>8-23-22</u>	

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

Applicant Signature: _____ Date: 06-03-22



OREGON LIQUOR & CANNABIS COMMISSION FLOOR PLAN FORM

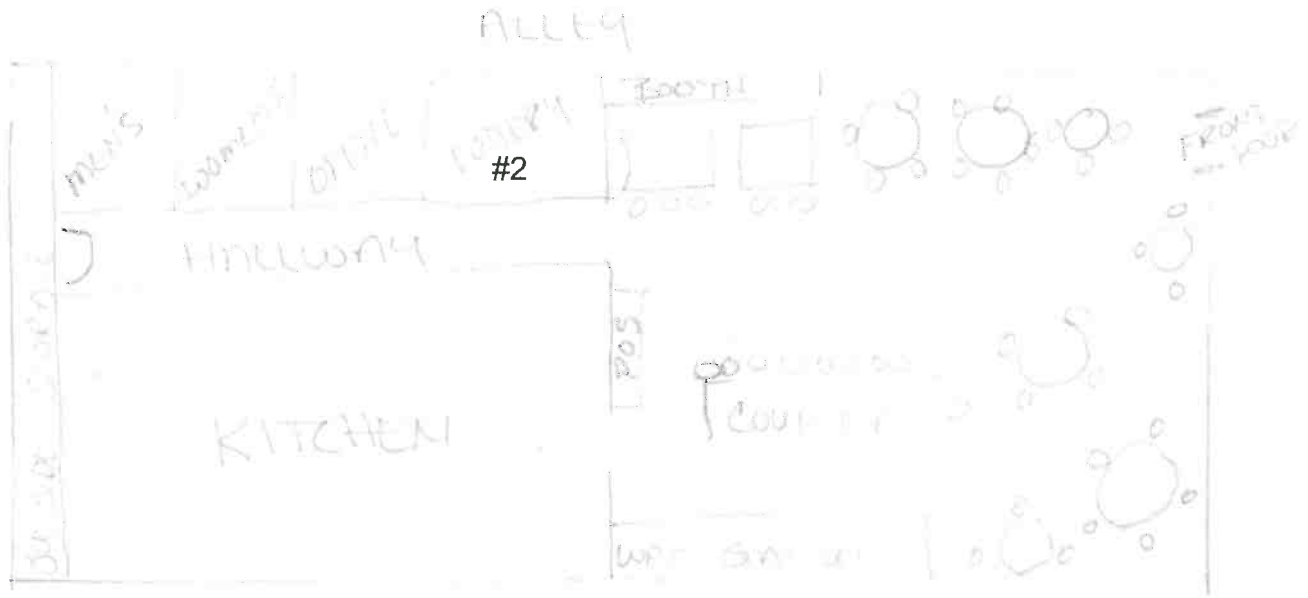
Your floor plan must be submitted on this form

DAD'S PLACE LLC

DAD'S PLACE

Applicant Name

Trade Name (dba)



PRIMEVILLE
MAY 11
CLUB

.....OLCC USE ONLY.....
MINOR POSTING ASSIGNMENT(S)

#2 Lottery

19

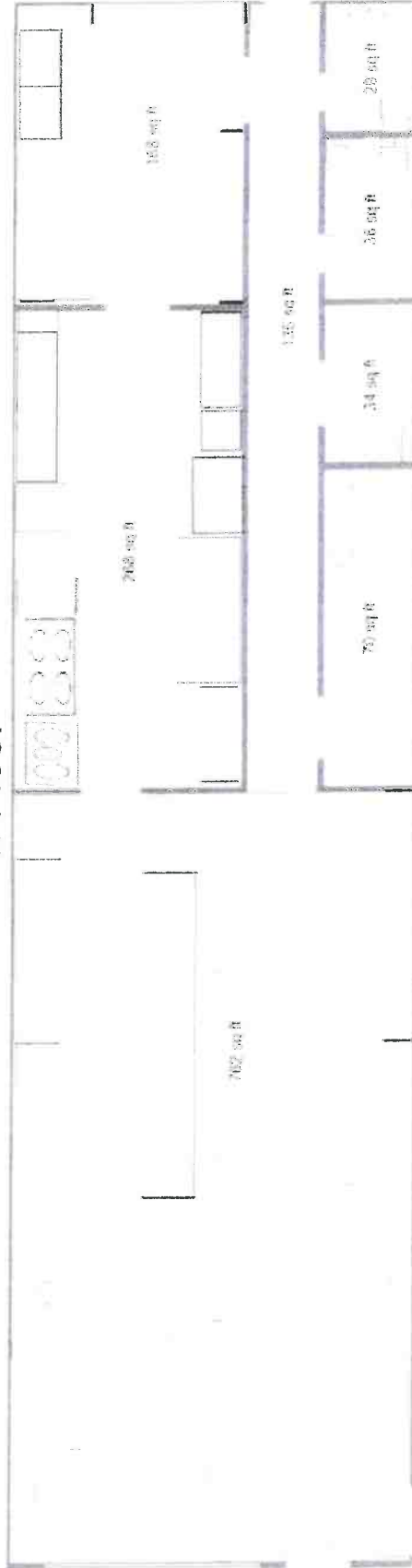
te: 8-23-22

Initials:

CMG

Dad's Place

1. Floor



I. CERTIFICATE / LICENSE INFORMATION

License Applied For: FCOM	TTB Permit #	Type of Action: G/Priv	
Applicant #1: Dad's Place, LLC	<input type="checkbox"/> Masterfile	Applicant #2: SOS #: Exp: Ind. SVED Test:	<input type="checkbox"/> Masterfile
Applicant #3:	<input type="checkbox"/> Masterfile	Applicant #4: SOS #: Exp: Ind. SVED Test:	<input type="checkbox"/> Masterfile
New Trade Name: Dad's Place			
Address: 229 N. Main St.	City: Prineville	County: Crook	Zip: 97754
Mailing Address (if different from above):	City:	State:	Zip:
Former Trade Name:	Former Licensee:		
Former License Type(s): LOPS	Former Address:(C/LOC or Address Update/Corrections)		
Premises Phone #: 541-316-3395	Email Address: frysdowntown2021@gmail.com		
Checklist: <input type="checkbox"/> Catering Pre-Approval (Small) <input type="checkbox"/> Catering Pre-Approval (Large) <input type="checkbox"/> Tasting Privilege (O) <input type="checkbox"/> Tasting Privilege (DIST) <input type="checkbox"/> Gas Pumps <input type="checkbox"/> Endorsement to receive <input type="checkbox"/> Other: <input type="checkbox"/> Restriction (see report/rx letter)	<input checked="" type="checkbox"/> Server Ed Designee Name: Rae Fry DOB: 5-18- Date of Test: 5-03-2022 <input type="checkbox"/> LLI Exemption <input type="checkbox"/> SVED Exemption Name:	Date License Issued: License Type: Effective Date: Initials:	

II. APPROVAL

Investigator: C. M. Gray	Signature: <i>Chad M. Gray</i>	Date: 8-23-22
Reviewer:	Signature:	Date:
Final holds:		

LICENSE WORKSHEET

III. THE BASICS

Applicant: Dad's Place, LLC	Premises Trade Name: Dad's Place	
Type of License and License Action: FCOM G/Priv	Premises Street Address: 229 N. Main St. Prineville, OR 97754	
Base Documents Done <input checked="" type="checkbox"/> N/A <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> Application <input checked="" type="checkbox"/> <input type="checkbox"/> Entity Questionnaire(s) <input checked="" type="checkbox"/> <input type="checkbox"/> Individual History form(s) <input checked="" type="checkbox"/> <input type="checkbox"/> Real Property Attestation form <input checked="" type="checkbox"/> <input type="checkbox"/> Business Information form <input checked="" type="checkbox"/> <input type="checkbox"/> Floor Plan (if required for the license)	Date application <u>received</u> 6-3-22	Date application <u>accepted</u> 6-3-22
	Date Endorsement Documents sent to Applicant: 8-23-22	
	Public Notice Posted: Date: <input checked="" type="checkbox"/> N/A	On an MJ Licensed Premises? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Notes:

IV. PRELIMINARY INVESTIGATION/ 180 DAY TEMPORARY

Done <input checked="" type="checkbox"/> N/A <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	Verification of Entity (registered and active with Secretary of State – Corporation Division) Real Property Attestation form is acceptable LIQUOR LIABILITY INSURANCE CERTIFICATE (if applicable) OFF PREMISES SALES INVENTORY FORM if <u>gas pumps</u> Fee District 4 Collect for 1 yr <input type="checkbox"/> 2 yrs <input type="checkbox"/> Background checks (CCH/DMV) Check premises compliance history (history card of previous owner, inspector, DMS, Y drive, Tableau) Check applicant compliance history (history card, inspector, other states licensed, DMS, Y drive, Tableau) Confirm no denial basis <u>or</u> there is clear good cause to overcome Privilege tax bond or waiver received (if required by ORS 471.155(1)) Lottery (coordinate timing of issuance of authority) Law Orientation (Retailer and/or Supplier Retailer)
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180-DAY TEMPORARY AUTHORITY TO OPERATE	<input type="checkbox"/> ISSUED effective from: _____ to: _____	<input type="checkbox"/> Existing RX's continued <input type="checkbox"/> RX's don't apply <input checked="" type="checkbox"/> N/A (no existing restriction) <input type="checkbox"/> DENIED
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Notes:

V. LAW ORIENTATION

Who completed? 1. 2.	Date:	Who completed? 3. 4.	Date:
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VI. PUBLIC COMMENT

Local Government Endorsement is Favorable Unfavorable No endorsement received Other

Local Government is City: Prineville County:

Notes:

VII. LICENSE AND/OR APPLICANT DENIAL CRITERIA

May Apply	N/A	If "may apply" is checked but a criteria report is not necessary please explain reason(s) in the notes section below or in an information report
<input type="checkbox"/>	<input checked="" type="checkbox"/>	A person other than applicant(s) has an ownership interest in the business
<input type="checkbox"/>	<input checked="" type="checkbox"/>	A person with a financial interest in the business is unlicensable
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Premises is located in a problem area
<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is a history of serious and persistent problems at premises or at other premises operated by the applicant
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Applicant has been convicted of a relevant convictions
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Applicant has poor moral character
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Applicant has a recent use of alcohol or controlled substances to excess
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Applicant has submitted false or misleading information to the Commission
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Applicant has a poor record of compliance when previously licensed
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Applicant for a Full license does not meet the food service requirement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Any refusal reason listed in OAR 845-005-0320 applies
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Applicant does not meet specific requirements for the license type
<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is a basis for restrictions under OAR 845-005-0355
<input type="checkbox"/>	<input checked="" type="checkbox"/>	On a marijuana licensed premises

DMV/CCH Notes:

VIII. REQUIREMENTS & FORMS COMPLETED / MATERIALS PROVIDED/HOLDS

YES	N/A		Other Materials for Applicant:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	APPLICATION	<input type="checkbox"/> O Clerk Brochures
<input checked="" type="checkbox"/>	<input type="checkbox"/>	ENTITY QUESTIONNAIRE(S) (and if needed verified with SOS)	<input type="checkbox"/> Pregnancy Signs
<input checked="" type="checkbox"/>	<input type="checkbox"/>	INDIVIDUAL HISTORY(IES) / CCH RUN	<input type="checkbox"/> RVP Application / Signs
<input checked="" type="checkbox"/>	<input type="checkbox"/>	REAL PROPERTY ATTESTATION FORM	<input type="checkbox"/> Bottle Bill Information
<input checked="" type="checkbox"/>	<input type="checkbox"/>	WRITTEN PROPOSAL FOR F-COM	<input type="checkbox"/> Acceptable ID card
<input checked="" type="checkbox"/>	<input type="checkbox"/>	MENU	<input type="checkbox"/> Other
<input type="checkbox"/>	<input checked="" type="checkbox"/>	GROCERY INVENTORY FOR O WITH PUMPS	<input checked="" type="checkbox"/> Minor Posting
<input checked="" type="checkbox"/>	<input type="checkbox"/>	LIQUOR LIABILITY INSURANCE CERTIFICATE	#2 Lottery
<input type="checkbox"/>	<input checked="" type="checkbox"/>	PRIVILEGE TAX BOND APPROVAL OR WAIVER	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	SERVER ED CLASS/SERVICE PERMIT	<input type="checkbox"/> Fee District 4
<input checked="" type="checkbox"/>	<input type="checkbox"/>	LAW ORIENTATION (Retailer and/or Supplier Retailer)	Collect for 1 yr <input type="checkbox"/> 2 yrs <input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	BUSINESS INFORMATION	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	FLOOR PLAN	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	ALL DOCUMENTS WITH A RING NUMBER ARE IN THE FILE	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	LICENSE RESTRICTION DOCUMENTATION	

Holds: Fees? / Menu / LLI / LGE

City Manager Update to Council

Council Meeting September 13th, 2022

Public Safety / Dispatch

Our Police increased their presence at the schools for the start of the new year last week. The Police and Dispatch departments continue to recruit and interview for openings. The Police Department will be working with team members at other city facilities for active shooter training.

Public Works

Capital improvement projects are wrapping up for the year. The Wastewater and Water Master Plans are well underway and once completed will begin the Transportation System Plan (TSP). It appears as though the mild bird flu cases at the wetlands are winding down. There are fewer sick or deceased birds and time between discovering them is greater which indicates the wind down.

Rail Road

The Rail Road continues to see interest in available storage of commodities and is gearing up for the winter maintenance program.

Meadow Lakes Golf

Meadow Lakes remains booked with group events through September. They will start punching the greens at the end of September which will slow things down some. Meadow Lakes has achieved their goal for reserves and hopes to tackle some much needed maintenance projects with that increase in revenue. Ron's Comfort Food is finally fully staffed and will resume being open 7 days a week.

Airport

The Bend airport is closed for maintenance and improvements which has caused extra activity at the Prineville airport. The Forest Service will be adding a training center to the helipad which has been a goal from the beginning. The addition of the training center will increase steady activity at the airport and bring people in from across the country for training.

Planning

The Planning Department has been working on details for the Ochoco Mill Site multi-family development and is expecting to see the application for the approximately 270 units to be submitted in October. It has been a record year for number of permits and applications.

Human Resources

Interviews for the last vacant Finance Clerk II position were held last week and a candidate has been selected. He is expected to start the last week of September. Introductions to come soon.

Information Technology

IT remains busy with radio upgrades, site maintenance and is preparing for a significant update to the program that monitors performance of city infrastructure. IT is also getting ready for winter maintenance programs at all sites.

Finance

The Finance Department is always busy with our numbers. They are preparing for the audit in October as well as quarterly financials and gearing up for the next budget cycle process.

City Recorder/Risk Management – No Update

City Legal – No Update

EDCO

EDCO is still working with an aviation related company looking to locate at the airport as well as many other inquiries as mentioned in previous reports shared with Council.

Public Relations

The Barnes Butte Recreation Area (BBRA) photo contest has closed and the winners have been selected. Check out the BBRA Facebook to see the amazing photos.

Mayor/Council

There is still time to register for the League of Oregon Cities (LOC) annual conference in October. Almost everyone has participated in the doodle poll for the council retreat/workshop in September. So far the best date for the majority is Wednesday, September 28th and an outlook calendar invite will be going out.

Other - None



Executive Summary

The City of Prineville moved to a biennial budget in FY 20 resulting in some changes being made to the presentation of the quarterly financial report. The report includes a city-wide summary of beginning fund balances, current period resources and expenditures, and the ending fund balances for all funds. Included in the fund summaries, starting on page six, are comparisons of actual to budgeted amounts, and narrative explaining results and highlights for the quarter. The biennial budget comparison to actual is highlighted in blue in each of the funds. Annual budget estimates for FY 22 reflect the annual allocation that the City’s BN 23 budget was based on 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 2022 numbers utilized in the preparation of the 2022-23 biennial budget compared to actual				Biennial budget comparison to actual		
Current Quarter			Year to Date				Biennial Budget Comparison		
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

During the fourth quarter ending June 30, 2022, the City’s financial condition increased by approximately \$1.91 million. Funds with significant increases in fund balance include the Transportation, Planning, Transportation SDC, Water SDC, Water, Wastewater SDC, Golf Course, Building Facilities Fund and the Public Works Service Fund. Funds with a significant negative impact to fund balance include the Emergency Dispatch Fund, Airport, Wastewater and the Administrative and Financial Services Fund. Capital improvements and 911 user upgrades largely contributed to the decrease in the City’s financial condition.

Through the fourth quarter, General Fund revenues came in at roughly 105 percent of the annual budget or \$9.51 million. Property tax revenue is at 101 percent of the annual budget and up compared to the prior year roughly \$105,000. Transient lodging taxes are up in comparison to the prior year by roughly \$117,000, bouncing back from the travel restrictions that are no longer in place by the Governor in response to the CV19 pandemic. Franchise fees are at roughly 103 percent of the annual budget with collection up approximately \$34,000 in comparison to the prior year at yearend. Electrical franchise fees are down in comparison to the prior year roughly \$77,000, due to a data center building being partially taken offline.

The Transportation’s fund balance increased roughly \$222,000 or 64 percent through yearend. Fourth quarter state gas tax collection came in at roughly \$214,000 and is up approximately \$87,000 over the prior year quarter end with CV19 restrictions being lifted in June 2021. Capital improvements during the fourth quarter are largely associated with the transit grant and the Empire Road project. Personnel services are at 114 percent of the annual budget with the retirement of the Streets Superintendent in December and may need a budget adjustment in the second year of the biennium.

In Emergency Dispatch, fund balance decreased approximately \$337,000 or -32 percent yearend. Several Communication Officer positions were open during the fourth quarter but open positions were starting to be filled by the end of the quarter. Personnel services was at roughly 84 percent

June 30, 2022

of the budget with overtime at approximately 328 percent of the annual budget. Revenue collection through the fourth quarter was at roughly 112 percent of the annual budget with E-911 funds being up over the prior year due roughly \$172,000.

In the SDC funds, ending fund balance increased in all three funds through the fourth quarter. Transportation SDC capital projects taking place during the fourth quarter include the Peters Road / Combs Flat extension project, the Peters and Main intersection safety improvement project and moving the Maverick statue. In the Water SDC Fund, the Aquifer Storage and Recovery (ASR) well project, the water master plan update and the exploratory well project continued. In the Wastewater SDC Fund, capital projects were largely associated with the master plan update and the water reuse project. SDC collection during the fourth quarter was associated with roughly 72 housing starts and 5 commercial developments.

In the Railroad Fund, revenue comparisons to the prior year show overall revenues are down roughly five percent. Significant decreases are in switching and storage, largely due to a loss of storage cars in the first quarter. Freight Depot charges for services are up roughly 34 percent over prior year, largely due to increased lease revenue from Heniff Transportation. Materials and services are at roughly 84 percent of the annual budget or \$436,000. Labor negotiations were finalized in the fourth quarter. Personnel services may require a budget adjustment in the second year of the biennium. Overall operating expenditures are down in comparison to the prior year approximately 1 percent. Capital expenditures during the fourth quarter were for track upgrades at Gumpert crossing and McKay Creek bridge work. Fund balance increased roughly \$51,000 or 4 percent at yearend.

In the Airport Fund, fund balance decreased approximately \$46,000 or -76 percent through the fourth quarter. Operating revenues are up roughly 52 percent with operating expenses up 68 percent in comparison to the prior year. Fuel sales are up in comparison to the prior year by roughly \$283,000 with increased activity at the airport and Erickson Sky Crane utilizing the airport for training. Fuel inventory at quarter end totaled approximately \$107,000. Hangar rent / tie downs and leases revenue is up a combined total of 75 percent over the prior year.

Meadow Lakes Golf shows an increase in fund balance at yearend of approximately \$215,000 or 35 percent largely due to increased activity. Operating revenue for the golf course is up in comparison to the prior year roughly 8 percent. Rounds of golf are up by approximately 1050 rounds in comparison to the prior year despite having to close for several days in December and January due to snow. Golf course operating expenditures are up approximately 4 percent largely due to increased activity. Maintenance expenditures are up roughly 18 percent over the prior year due to needed pond and equipment maintenance and additional course supplies from the first quarter. Golf Course Superintendent, Steve Reynolds, announced his retirement after 30 years of service and retired at the end of the fourth quarter.

In the Administration and Financial Support Services the fund balance decreased roughly -22 percent with Information Technology coming in at roughly 129 percent of the annual budget. This is largely due to upgrades to 911 infrastructure and 911 user equipment that continued through the fourth quarter. A budget adjustment may be needed in the second year of the biennium due to increase costs associated with 911 infrastructure upgrades. The City Council,

June 30, 2022

and Finance Departments are under budget yearend with the Administration Department just slightly over budget at 102 percent.

Through the fourth quarter the Building Facilities Fund balance increased roughly \$576,100 or 128 percent. This increase can largely be attributed to the sale of a piece of the Barnes Butte property at the end of the fourth quarter. A supplemental budget was adopted during the fourth quarter to allow for additional costs associated with sidewalk improvements at the Police Department, paying of the debt for the Barnes Butte property, a new steam table for the Senior Center and increased utilities for the Public Works facilities.

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

Sincerely,

Steve Forrester
City Manager

Lori Hooper,
Finance Director

Liz Schuette,
Contract CFO



Barnes Butte Complex – June 2022

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	\$ 2,760,579	\$ 2,698,901	\$ 9,507,858	\$ 9,652,998	\$ 2,553,761	\$ (145,140)	-5%
Transportation	309,693	345,857	1,982,804	1,760,989	567,671	221,814	64%
Emergency Dispatch	1,079,426	1,059,703	1,268,181	1,605,353	722,531	(337,172)	-32%
Planning	105,620	135,505	474,545	415,646	194,404	58,899	43%
Transportation SDC	1,006,745	894,283	1,546,617	1,138,551	1,302,349	408,066	46%
Water SDC	678,559	163,653	1,835,231	1,740,077	258,807	95,154	58%
Wastewater SDC	108,660	153,715	307,993	243,298	218,409	64,694	42%
PERS / POB	1,376,108	1,377,472	507,570	309,285	1,575,757	198,285	14%
Railroad	1,185,460	1,166,597	1,018,020	967,353	1,217,264	50,667	4%
Airport	35,436	60,483	1,117,458	1,163,411	14,530	(45,953)	-76%
Water	1,051,618	1,090,792	5,547,776	4,623,402	2,015,165	924,373	85%
Wastewater	2,554,024	1,838,803	10,040,852	10,478,642	1,401,014	(437,789)	-24%
Golf Course and Restau	420,025	518,550	2,318,677	2,103,811	733,416	214,866	41%
Administration and Fin	642,949	693,898	3,232,737	3,388,758	537,876	(156,022)	-22%
Building Facilities	362,428	448,426	2,718,991	2,142,911	1,024,506	576,080	128%
Plaza Maintenance	25,402	23,339	20,158	10,934	32,563	9,224	40%
Public Works Support	208,638	375,558	2,614,764	2,407,825	582,497	206,939	55%
Totals	\$ 13,911,370	\$ 13,045,535	\$ 46,060,231	\$ 44,153,244	\$ 14,952,522	\$ 1,906,987	15%



Peace Officers Memorial Day, Flag Ceremony on May 15, 2022.

General Fund

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

Overall revenue collection through the fourth quarter is at approximately \$9.51 million or 105 percent of the annual budget. Property tax revenue is roughly 101 percent of the annual budget at yearend coming in at \$2.6 million which is up over the prior year by approximately \$105,000. Transient lodging taxes are up in comparison to the prior year by roughly 29 percent or \$117,000, bouncing back from the travel restrictions that are no longer in place by the Governor in response to the CV19 pandemic. Franchise fees are at roughly 103 percent of the annual budget with overall collection up approximately \$34,000 over prior year. Electrical franchise fees are down in comparison to the prior year roughly \$77,000 at quarter end, due to a data center building being partially taken offline.

Police spending through the fourth quarter was at approximately 93 percent of the annual budget. Personnel services are at roughly 94 percent of the annual budget with overtime at approximately 65 percent. The Police Department had approximately 5 open positions at yearend with the loss of several police officers and the retirement of a police sergeant during the third and fourth quarter. The Chief of Police also announced his retirement from law enforcement during the fourth quarter. A budget adjustment was done in the fourth quarter largely due to accrued leave payouts and retainage and recruitment needs.

Non-Departmental is at roughly 97 percent of budget with the Prineville Renewable Energy Project (PREP) having roughly \$258,000 in expenditures. A portion of these expenditures were reimbursed through an Energy Trust of Oregon and U.S Forest Service grant. A budget adjustment was done in the fourth quarter for Non-Departmental largely due to the increased collection of transient lodging taxes that are turned over to the Chamber of Commerce, a transfer needed to support the ASR well project and the Peoples Irrigation project.



General Fund – Continued

Overall, the General Fund realized a decrease in fund balance of roughly \$145,000 or -5 percent through the fourth quarter.

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Bal.
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Bal.			
Property taxes	\$ 635,000	\$ 90,050	14%	\$ 2,540,000	\$ 2,570,494	101%	\$ (30,494)	\$ 5,160,000	50%	\$ 2,589,506
Transient lodging tax	87,500	138,010	158%	350,000	516,868	148%	(166,868)	700,000	74%	183,132
Franchise fees	926,550	1,318,945	142%	3,706,200	3,808,944	103%	(102,744)	7,834,400	49%	4,025,456
Licenses and permits	1,925	1,134	59%	7,700	5,980	78%	1,720	15,900	38%	9,920
Intergovernmental reve	384,950	238,411	62%	1,539,800	1,842,307	120%	(302,507)	1,987,800	93%	145,493
Charges for services	100,000	106,000	106%	400,000	178,366	45%	221,634	400,000	45%	221,634
Interest	2,500	4,870	195%	10,000	13,114	131%	(3,114)	20,000	66%	6,886
Miscellaneous	87,000	325,504	374%	348,000	441,785	127%	(93,785)	706,000	63%	264,215
Transfers	32,500	-	-	130,000	130,000	100%	-	280,000	46%	150,000
Total revenue	\$ 2,257,925	\$ 2,222,924	98%	\$ 9,031,700	\$ 9,507,858	105%	\$ (476,158)	\$ 17,104,100	56%	\$ 7,596,242
Expenditures										
Police	\$ 1,552,350	\$ 1,478,752	95%	\$ 6,209,400	\$ 5,782,703	93%	\$ 426,697	\$ 13,598,400	43%	7,815,697
Non-departmental	1,000,000	1,190,312	119%	4,000,000	3,870,295	97%	129,705	5,870,800	66%	2,000,505
Contingency				1,582,879				395,479		395,479
Total expenditures	\$ 2,552,350	\$ 2,669,064	105%	\$ 11,792,279	\$ 9,652,998	82%	\$ 556,402	\$ 19,864,679	49%	\$ 9,816,202
Revenue over (under) e	\$ (294,425)	\$ (446,140)	-17%	\$ (2,760,579)	\$ (145,140)	-5%	\$ (1,032,560)	\$ (2,760,579)		
Beginning fund balance	2,760,579	2,698,901	98%	2,760,579	2,698,901	98%	2,760,579	2,760,579		
Ending fund balance	\$ 2,466,154	\$ 2,252,761	91%	\$ -	\$ 2,553,761	-	\$ 1,728,019	\$ -		

Notes: FY 22 budget adjustment done per resolution 1528 for BN 23



Chief Cummins and Nikki Hepworth at the Police awards ceremony in May of 2022.

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 fourth quarter is at approximately 110 percent of the annual budget. Intergovernmental revenue collection is at 117 percent of the annual budget with roughly \$214,000 coming in for gas taxes during the fourth quarter. State gas tax collection is up approximately \$87,000 over the prior year with CV19 restrictions being lifted in June 2021.

Expenditures through the fourth quarter are at approximately 83 percent of annual budget. Fourth quarter capital expenses were associated with the transit grant and the Empire Road project. Personnel services are at 114 percent of the annual budget with the retirement of the Streets Superintendent, Scott Smith, in December and may need a budget adjustment in the second year of the biennium.

Fund balance increase roughly \$222,000 through the fourth quarter with savings in materials and services and increased gas tax collections throughout the year.

Revenue	Current Quarter			Year to Date			Annual Est. Budget Bal.	Biennial Budget	Biennial Budget %	Biennial Budget Remaining Bal.
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %				
Franchise fees	\$ 87,250	\$ 85,000	97%	\$ 349,000	\$ 340,000	97%	\$ 9,000	\$ 709,000	48%	\$ 369,000
Intergovernmental	259,400	262,867	101%	1,037,600	1,210,428	117%	(172,828)	2,116,700	57%	906,272
Transfers	100,000	100,000	100%	400,000	400,000	100%	-	800,000	50%	400,000
Interest	250	1,331	533%	1,000	3,237	324%	(2,237)	2,000	162%	(1,237)
Miscellaneous	4,750	10,307	217%	19,000	29,139	153%	(10,139)	38,000	77%	8,861
Total revenue	\$ 451,650	\$ 459,506	102%	\$ 1,806,600	\$ 1,982,804	110%	\$ (176,204)	\$ 3,665,700	54%	\$ 1,682,896
Expenditures										
Personnel services	\$ 64,025	\$ 57,930	90%	\$ 256,100	\$ 291,760	114%	\$ (35,660)	\$ 526,300	55%	234,540
Material and services	75,675	31,484	42%	302,700	236,907	78%	65,793	606,300	39%	369,393
Capital outlay										
Improvements	188,650	123,218	65%	754,600	722,823	96%	31,777	1,509,200	48%	786,377
Transfers	127,375	127,375	100%	509,500	509,500	100%	-	1,035,500	49%	526,000
Contingency				293,392				298,093		298,093
Total expenditures	\$ 455,725	\$ 340,007	75%	\$ 2,116,292	\$ 1,760,989	83%	\$ 61,911	\$ 3,975,393	44%	\$ 2,214,404
Revenue over (under) e	\$ (4,075)	\$ 119,499	35%	\$ (309,692)	\$ 221,814	64%	\$ (238,114)	\$ (309,693)		
Beginning fund balance	309,693	345,857	112%	309,693	345,857	112%		309,693		
Ending fund balance	\$ 305,618	\$ 465,356	152%	\$ 1	\$ 567,671			\$ -		



New downtown arch being installed on 6/30/22.

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 \$1.27 million or 112 percent of the annual budget at yearend. Intergovernmental revenue collection through the fourth quarter was at roughly \$943,000 with E-911 funds up over the prior year at quarter end roughly \$172,000.

Expenditures are at approximately \$1.61 million or 72 percent of the annual budget. Personnel services are 84 percent of the annual budget or approximately \$972,000 with overtime coming in at roughly \$82,000 or 328 percent of the annual budget. Dispatch continued to be short staffed through the fourth quarter but open positions were starting to be filled by the end of the quarter. A budget adjustment was done in materials and services for the implementation of Priority Dispatch and capital outlay due to needing to replace their back up radio, both which were unanticipated at the time of budgeting.

Fund balance decreased roughly \$337,000 or -32 percent at yearend.

Revenue	Current Quarter			Year to Date				Annual Est. Budget Bal.	Biennial Budget	Biennial Budget %	Biennial Budget Remaining Bal.
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %					
Intergovernmental	\$ 203,200	\$ 206,917	102%	\$ 812,800	\$ 942,884	116%	\$ (130,084)	\$ 2,033,500	46%	\$ 1,090,616	
Miscellaneous	1,000	-	-	4,000	6,754	169%	(2,754)	8,000	84%	1,246	
Interest	1,500	1,300	87%	6,000	4,243	71%	1,757	12,000	35%	7,757	
Transfers from other fu	78,575.00	78,575	100%	314,300	314,300	100%	-	1,070,400	29%	756,100	
Total revenue	\$ 284,275	\$ 286,792	101%	\$ 1,137,100	\$ 1,268,181	112%	\$ (131,081)	\$ 3,123,900	41%	\$ 1,855,719	
Expenditures											
Personnel services	\$ 290,425	\$ 219,621	76%	\$ 1,161,700	\$ 971,739	84%	\$ 189,961	\$ 2,565,700	38%	\$ 1,593,961	
Material and services	75,125	99,938	133%	300,500	299,937	100%	563	630,000	48%	330,063	
Capital outlay											
Equipment	34,750	-	-	139,000	138,177	99%	823	270,000	51%	131,823	
Transfers	48,875.00	48,875	100%	195,500	195,500	100%	-	401,000	49%	205,500	
Contingency				419,826				336,626		336,626	
Total expenditures	\$ 449,175	\$ 368,434	82%	\$ 2,216,526	\$ 1,605,353	72%	\$ 191,347	\$ 4,203,326	38%	\$ 2,597,973	
Revenue over (under) e	\$ (164,900)	\$ (81,642)	-8%	\$ (1,079,426)	\$ (337,172)	-32%	\$ (322,428)	\$ (1,079,426)			
Beginning fund balance	1,079,426	1,059,703	98%	1,079,426	1,059,703	98%		1,079,426			
Ending fund balance	\$ 914,526	\$ 978,061	107%	\$ -	\$ 722,531	-		\$ -			

Notes: FY 22 budget adjustment done per resolution 1528 for BN 23

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.

At yearend revenue collection came in at approximately \$475,000 or 112 percent of the annual budget. Revenue collection for the licenses and permits are at approximately \$69,000, up roughly \$16,000 in comparison to the prior year. Charges for services included the semiannual distribution of SDC administration fees. The fourth quarter was very busy for the Planning Department. Development highlights for the quarter included the collection of SDC’s for roughly 72 residential starts and five commercial developments.

Expenditures are at approximately \$416,000 or 79 percent of the annual budget at yearend. Personnel services may require a budget adjustment in the second year of the biennium due to Senior Planner, Casey Kaiser, taking on the additional responsibility of Public Works Director.

Fund balance increased roughly \$59,000 through the fourth quarter.

Revenue	Current Quarter			Year to Date				Annual Est. Budget Bal.	Biennial Budget	Biennial Budget %	Biennial Budget Remaining Bal.
	Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %					
Licenses and permits	\$ 10,000	\$ 20,684	207%	\$ 40,000	\$ 69,032	173%	\$ (29,032)	\$ 80,000	86%	\$ 10,968	
Intergovernmental	1,250	-	-	5,000	2,003	40%	2,998	10,000	20%	7,998	
Charges for services	6,950	36,142	520%	27,800	52,389	188%	(24,589)	55,600	94%	3,211	
Interest	250	548	219%	1,000	1,121	112%	(121)	2,000	56%	879	
Transfers from other fu	87,500	87,500	100%	350,000	350,000	100%	-	710,000	49%	360,000	
Total revenue	\$ 105,950	\$ 144,873	137%	\$ 423,800	\$ 474,545	112%	\$ (50,745)	\$ 857,600	55%	\$ 383,055	
Expenditures											
Personnel services	\$ 65,125	\$ 64,591	99%	\$ 260,500	\$ 271,118	104%	\$ (10,618)	\$ 546,900	50%	\$ 275,782	
Material and services	10,925	1,408	13%	43,700	15,227	35%	28,473	88,600	17%	73,373	
Transfers	32,325	32,325	100%	129,300	129,300	100%	-	263,500	49%	134,200	
Contingency				95,920				64,220		64,220	
Total expenditures	\$ 108,375	\$ 98,324	91%	\$ 529,420	\$ 415,646	79%	\$ 17,854	\$ 963,220	43%	\$ 547,574	
Revenue over (under) e	\$ (2,425)	\$ 46,549	34%	\$ (105,620)	\$ 58,899	43%	\$ (68,599)	\$ (105,620)			
Beginning fund balanc	105,620	135,505	128%	105,620	135,505	128%		105,620			
Ending fund balance	\$ 103,195	\$ 182,054	176%	\$ -	\$ 194,404	-		\$ -			

Transportation SDC Fund

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

Revenue collection for the Transportation SDC fund is at approximately 91 percent of the annual budget at yearend. SDC collection at yearend is at roughly \$593,000 or 173 percent of the annual budget with roughly 72 residential starts and five commercial developments that paid SDC's in the fourth quarter.

Expenditures at quarter end were primarily associated with capital projects and the administration fee distribution. Capital expenditures during the fourth quarter were largely for the Peters Road / Combs Flat extension project, the Peters and Main intersection safety improvement project and moving the Maverick statue to the roundabout (pictured below).

Fund balance increased roughly \$408,000 or 46 percent through the fourth quarter, largely due to the grant of \$900,000 collected in the third quarter for the Peters and Main intersection safety improvement project.

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Bal.
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Bal.			
Intergovernmental	\$ 225,000	\$ -	-	\$ 900,000	\$ 900,000	100%	\$ -	\$ 1,400,000	64%	\$ 500,000
Miscellaneous	75,000	-	-	300,000	50,000	17%	250,000	300,000	17%	250,000
Interest	1,000	2,180	218%	4,000	3,870	97%	130	8,000	48%	4,130
Transfers	37,500	-	-	150,000	-	-	150,000	150,000	0%	150,000
System development charges	85,875	394,701	460%	343,500	592,747	173%	(249,247)	900,000	66%	307,253
Total revenue	\$ 424,375	\$ 396,881	94%	\$ 1,697,500	\$ 1,546,617	91%	150,883	\$ 2,758,000	56%	\$ 1,211,383
Expenditures										
Material and services	\$ 2,500	\$ -	-	\$ 10,000	\$ 2,233	22%	\$ 7,767	\$ 20,000	11%	\$ 17,767
Capital outlay										
Improvements	325,000	77,317	24%	1,300,000	1,106,028	85%	193,972	3,400,000	33%	2,293,972
Transfers	4,300	22,986	535%	17,200	30,289	176%	(13,089)	75,000	40%	44,711
Contingency				1,377,045				269,745	0%	269,745
Total expenditures	\$ 331,800	\$ 100,304	30%	\$ 2,704,245	\$ 1,138,551	42%	\$ 188,649	\$ 3,764,745	30%	\$ 2,626,194
Revenue over (under) expenditures	\$ 92,575	\$ 296,578	33%	\$ (1,006,745)	\$ 408,066	46%	\$ (37,766)	\$ (1,006,745)		
Beginning fund balance	1,006,745	894,283	89%	1,006,745	894,283	89%		1,006,745		
Ending fund balance	\$ 1,099,320	\$ 1,190,861	108%	\$ -	\$ 1,302,349	-		\$ -		

Notes: FY22 supplemental budget per resolution no. 1529 for BN 23



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 fourth quarter is at approximately \$1.83 million or 172 percent of the annual budget. Fourth quarter revenue was largely associated with the collection of SDC's and a transfer to support the Aquifer Storage and Recovery (ASR) Well project. There were roughly 72 housing starts and five commercial developments that paid SDC's in the fourth quarter.

Expenditures are at roughly \$1.74 million through the fourth quarter and are largely associated with the completion of the ASR project, the start of the ASR well project, the exploration well project and the master plan update. A supplemental budget was adopted during the fourth quarter to allow for additional costs associated with the timing in which the ASR project was completed, the ASR well project, the master plan update and to adjust transfers to capture the SDC administrative fee.

At fourth quarter end, fund balance increased roughly \$95,000 due to the budgeted transfer made to support the ASR well project.

Revenue	Current Quarter			Year to Date				Annual Est. Budget Bal.	Biennial Budget	Biennial Budget %	Biennial Budget Remaining Bal.
	Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %					
Interest	\$ 500	\$ 885	177%	\$ 2,000	\$ 3,114	156%	\$ (1,114)	\$ 4,000	78%	\$ 886	
System development cl	91,250	395,253	433%	365,000	590,335	162%	(225,335)	1,300,000	45%	709,665	
Transfers	175,000	500,000	286%	700,000	1,200,000	171%	(500,000)	1,200,000	100%	-	
Miscellaneous	-	-	-	-	41,782	-	(41,782)	-	-	(41,782)	
Intergovernmental	-	-	-	-	-	-	-	1,500,000	0%	1,500,000	
Total revenue	\$ 266,750	\$ 896,138	336%	\$ 1,067,000	\$ 1,835,231	172%	\$ (768,231)	\$ 4,004,000	46%	\$ 2,168,769	
Expenditures											
Capital outlay											
Improvements	\$ 300,000	688,856	230%	\$ 1,200,000	1,276,691	106%	\$ (76,691)	\$ 3,145,000	41%	1,868,309	
Transfers	116,250	438,737	377%	465,000	463,386	100%	1,614	947,200	49%	483,814	
Contingency				80,559				590,359		590,359	
Total expenditures	\$ 416,250	\$ 1,127,593	271%	\$ 1,745,559	\$ 1,740,077	37%	\$ (75,077)	\$ 4,682,559	37%	\$ 2,942,482	
Revenue over (under) e	(149,500)	(231,455)	-141%	(678,559)	95,154	58%	(693,154)	(678,559)			
Beginning fund balance	678,559	163,653	24%	678,559	163,653	24%		678,559			
Ending fund balance	\$ 529,059	\$ (67,802)	-	\$ -	\$ 258,807	24%		\$ -			

Notes: FY22 supplemental budget per resolution no. 1529 for BN 23

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 at yearend is at approximately \$308,000. Fourth quarter revenue can largely be attributed to SDC collection from roughly 72 housing starts and five commercial developments that paid SDC's in the fourth quarter.

Expenses through the fourth quarter are at roughly 82 percent of the annual budget. Fourth quarter expenses are largely associated with the distribution of SDC's for the administration fee and the wastewater fund reimbursement. Capital improvements during the fourth quarter were associated with the master plan update and the water reuse project.

Fund balance increased roughly \$65,000 or 42 percent.

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Bal.
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Bal.			
Interest	\$ 500	\$ 521	104%	\$ 2,000	\$ 1,178	59%	\$ 822	\$ 4,000	29%	\$ 2,822
System development cl	46,250	207,847	449%	185,000	306,815	166%	(121,815)	640,000	48%	333,185
Total revenue	\$ 46,750	\$ 208,368	446%	\$ 187,000	\$ 307,993	165%	\$ (120,993)	\$ 644,000	48%	\$ 336,007
Expenditures										
Material and services	\$ 2,500	\$ -	-	\$ 10,000	\$ 1,031	10%	\$ 8,969	\$ 20,000	5%	\$ 18,969
Capital outlay										
Improvements	7,500	28,135	375%	30,000	28,135	94%	1,865	275,000	10%	246,865
Transfers	32,150	165,326	514%	128,600	214,133	167%	(85,533)	444,000	48%	229,868
Contingency				127,060				13,660		13,660
Total expenditures	\$ 42,150	\$ 193,461	459%	\$ 295,660	\$ 243,298	82%	\$ (74,698)	\$ 752,660	32%	\$ 509,362
Revenue over (under) e	\$ 4,600	\$ 14,907	10%	\$ (108,660)	\$ 64,694	42%	\$ (46,294)	\$ (108,660)		
Beginning fund balance	108,660	153,715	141%	108,660	153,715	141%		108,660		
Ending fund balance	\$ 113,260	\$ 168,622	149%	\$ -	\$ 218,409	-		\$ -		

Notes: FY22 supplemental budget per resolution no. 1529 for BN 23

PERS/ POB Fund

This fund accounts for the issuance of pension obligation debt to fund the City’s existing unfunded actuarial liability (UAL) and associated debt repayment. The principal source of revenue is charges to other funds with salaries subject to PERS via a surcharge. A transfer from the General Fund is included to pre-fund a portion of debt service costs. Expenditures are for payments to PERS for the UAL and for debt service requirements.

Revenue collection at yearend is at roughly 101 percent of the annual budget. Revenues are as anticipated with the annual transfer taking place in the fourth quarter.

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

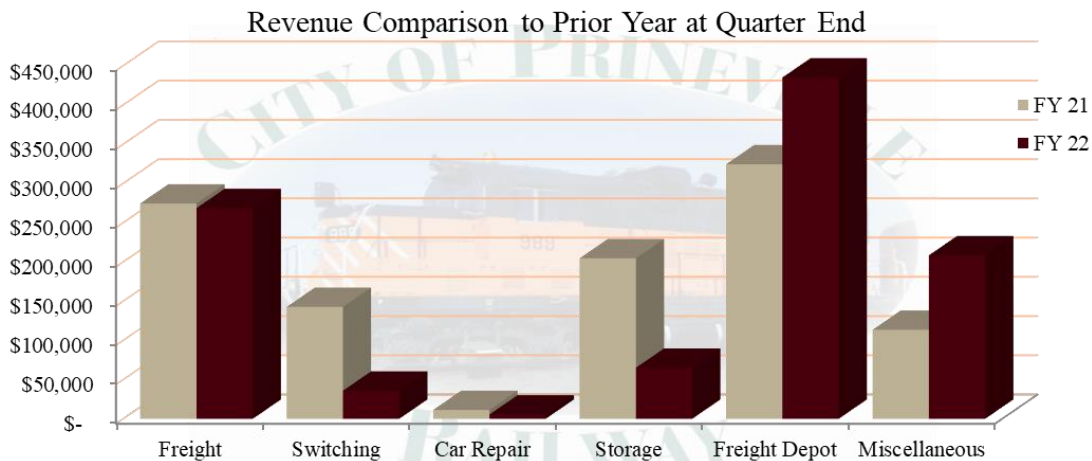
Fund balance increased approximately \$198,000 or 14 percent through the year.

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Bal.
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Bal.			
Charges for services	\$ 99,075	\$ 100,025	101%	\$ 396,300	\$ 400,100	101%	\$ (3,800)	\$ 815,200	49%	\$ 415,100
Interest	1,250	2,649	212%	5,000	7,470	149%	(2,470)	10,000	75%	2,530
Transfer from other fun	25,000	100,000	400%	100,000	100,000	100%	\$ -	200,000	50%	100,000
Total revenue	\$ 125,325	\$ 202,674	162%	\$ 501,300	\$ 507,570	101%	\$ (6,270)	\$ 1,025,200	50%	\$ 517,630
Expenditures										
Personnel services	\$ -	\$ -	-	\$ -	\$ -	-	\$ -	\$ -	-	\$ -
Debt service										
Principal - POB 2013	59,325	237,212	400%	237,300	237,212	100%	88	497,500	48%	260,288
Interest - POB 2013	18,025	36,036	200%	72,100	72,072	100%	28	135,400	53%	63,328
Contingency				1,258,518				1,469,208		1,469,208
Total expenditures	\$ 77,350	\$ 273,249	353%	\$ 1,567,918	\$ 309,285	20%	\$ 115	\$ 2,102,108	14.71%	\$ 1,792,823
Revenue over (under) e	\$ 47,975	\$ (70,575)	-5%	\$ (1,066,618)	\$ 198,285	14%	\$ (6,385)	\$ (1,076,908)		
Debt service reserve	299,200			299,200				299,200		
Beginning fund balance	1,376,108	1,377,472	100%	1,376,108	1,377,472	100%		1,376,108		
Ending fund balance	\$ 1,424,083	\$ 1,306,897	92%	\$ 10,290	\$ 1,575,757	15313%		\$ -		

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.

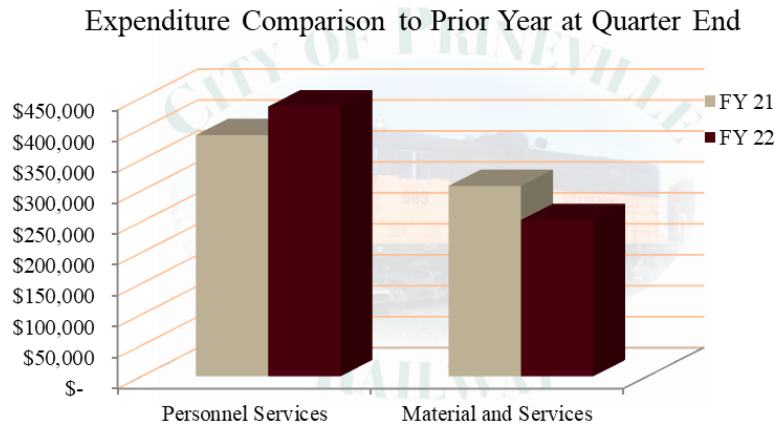
At year end, overall revenue collection is at approximately \$1.02 million or 105 percent of the annual budget. Charges for services for the railroad are at approximately \$310,000 or 94 percent of the annual budget, with the freight depot at approximately \$435,000 or 115 percent of annual budget. Overall revenue is down in comparison to the prior year roughly -5 percent. Overall charges for services for the railroad are down 41 percent while freight depot charges for services are up 34 percent in comparison to the prior year. The decrease in railway charges for services can largely be attributed to the lack of storage cars and the switching fees that go with the movement of those cars. The increases in freight depot charges for services is largely due to increased lease revenue from Heniff Transportation. Below is a prior year comparison at quarter end of operating revenues for the Railroad Fund.



Overall expenditures at quarter end are at approximately \$967,000 or 45 percent of the annual budget. Materials and services are tracking below budget and personnel services are slightly over budget at year end. Labor negotiations were finalized in the fourth quarter. Personnel services will likely require a budget adjustment in FY 23. Overall operating expenditures are down slightly in comparison to the prior year 1 percent. Capital expenditures during the fourth quarter were for track upgrades at Gumpert crossing and McKay Creek bridge work.

Railroad Fund- Continued

Below is a graph comparison of operating expenditures at quarter end to prior year.



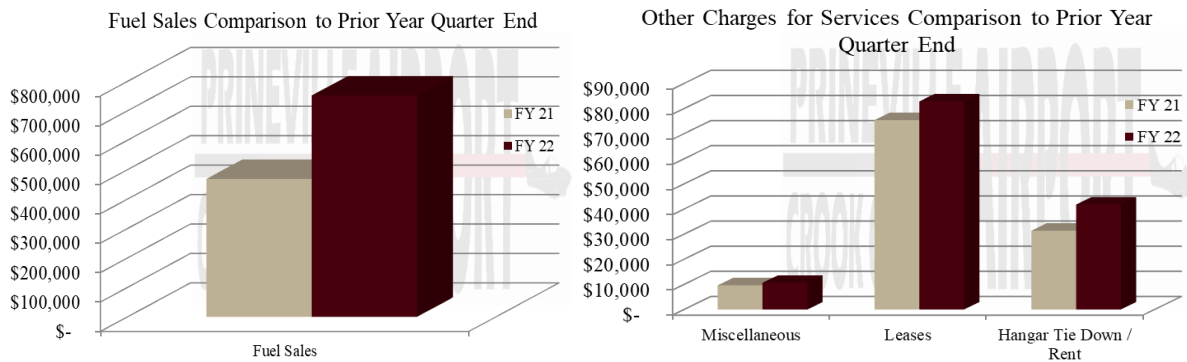
Fund balance increased roughly \$51,000 or 4 percent through the fourth quarter.

	Current Quarter			Year to Date			Annual Est. Budget Bal.	Biennial Budget	Biennial Budget %	Biennial Budget Remaining Bal.
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %				
Revenue										
Charges for services										
Railroad	\$ 82,750	\$ 71,080	86%	\$ 331,000	\$ 310,233	94%	\$ 20,767	\$ 682,000	45%	\$ 371,767
Freight Depot	94,250	122,743	130%	377,000	434,878	115%	(57,878)	784,000	55%	349,122
Use of money and prop	39,900	7,753	19%	159,600	101,464	64%	58,136	319,600	32%	218,136
Miscellaneous	26,250	33,132	126%	105,000	171,444	163%	(66,444)	215,000	80%	43,556
Total revenue	\$ 243,150	\$ 234,709	97%	\$ 972,600	\$ 1,018,020	105%	\$ (45,420)	\$ 2,000,600	51%	\$ 982,580
Expenditures										
Personnel services	\$ 107,125	\$ 109,353	102%	\$ 428,500	\$ 435,766	102%	\$ (7,266)	\$ 885,800	49%	\$ 450,034
Material and services	75,200	45,440	60%	300,800	252,389	84%	48,411	584,100	43%	331,711
Capital outlay										
Improvements	30,000	27,548	23%	120,000	188,098	157%	(68,098)	205,000	92%	16,902
Transfers	22,775	22,775	100%	91,100	91,100	100%	-	182,600	50%	91,500
Contingency				1,217,660				1,328,560		1,328,560
Total expenditures	\$ 235,100	\$ 205,117	87%	\$ 2,158,060	\$ 967,353	45%	\$ (26,953)	\$ 3,186,060	30%	\$ 2,218,707
Revenue over (under) e	\$ 8,050	\$ 29,592	3%	\$ (1,185,460)	\$ 50,667	4%	\$ (18,467)	\$ (1,185,460)		
Beginning fund balance	1,185,460	1,166,597	98%	1,185,460	1,166,597	98%		1,185,460		
Ending fund balance	\$ 1,193,510	\$ 1,196,189	100%	\$ -	\$ 1,217,264	-		\$ -		

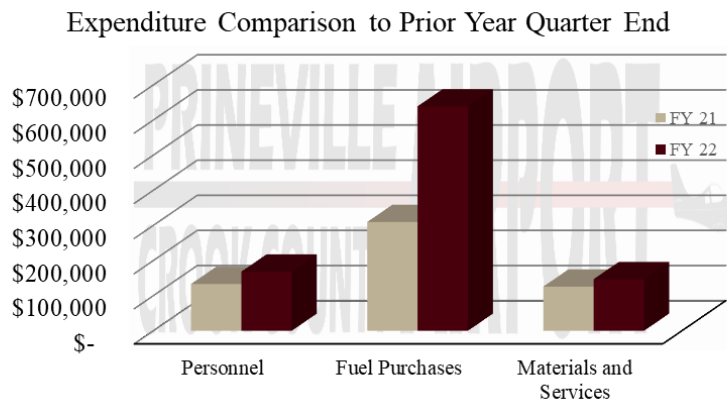
Airport Fund

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 fourth quarter came in at approximately 130 percent of the annual budget or \$1.12 million. Overall charges for services are up approximately 52 percent over the prior year largely due to increased fuel sales with Erickson’s doing air crane training in both the third and fourth quarter. Leases and hangar rent activity has also increased over the prior year. Below is a prior year comparison for operating revenue making up charges for services.



Overall expenditures at yearend are at approximately \$1.12 million or 97 percent of the annual budget. Personnel services and materials and services are roughly 100 percent of the annual budget with fuel purchases making up roughly \$580,000 of the expenditures. A supplemental budget was adopted to allow for additional personnel service with the Airport Manager hitting his 10-year anniversary, and additional materials and services for needed fuel purchase with Erickson’s Aircrane using the airport for training. Overall operating expenses are up roughly 68 percent over the prior year with fuel inventory at approximately \$107,000. Below is a prior year comparison of operating expenditures.



At yearend, fund balance decreased roughly \$46,000 or -76 percent.

Airport Fund - Continued

	Current Quarter			Year to Date			Annual Est. Budget Bal.	Biennial Budget	Biennial Budget %	Biennial Budget Remaining Bal.
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %				
Revenue										
Intergovernmental	\$ 45,000	\$ -	-	\$ 180,000	\$ 180,000	100%	\$ -	\$ 430,000	42%	\$ 250,000
Charges for services	144,250	340,874	236%	577,000	887,244	154%	(310,244)	1,874,000	47%	986,756
Interest	125	26	20%	500	214	43%	286	1,000	21%	786
Transfers	25,000	50,000	200%	100,000	50,000	50%	50,000	200,000	25%	150,000
Total revenue	\$ 214,375	\$ 390,899	182%	\$ 857,500	\$ 1,117,458	130%	\$ (259,958)	\$ 2,505,000	45%	\$ 1,387,542
Expenditures										
Personnel service	\$ 42,250	\$ 54,086	128%	\$ 169,000	\$ 168,412	100%	\$ 588	\$ 329,000	51%	\$ 160,588
Materials and services	197,500	376,943	191%	790,000	786,398	100%	3,602	1,678,000	47%	891,602
Capital outlay	25	-	-	100	-	-	100	100	-	100
Debt service										
Les Schwab Hangar	6,250	-	-	25,000	25,000	100%	-	50,000	50%	25,000
Transfers	45,900	13,400	29%	183,600	183,600	100%	-	389,200	47%	205,600
Contingency				33,936				94,136	-	94,136
Total expenditures	\$ 291,925	\$ 444,429	152%	\$ 1,201,636	\$ 1,163,411	97%	\$ 4,289	\$ 2,540,436	46%	\$ 1,377,025
Revenue over (under) expenditures	\$ (77,550)	\$ (53,530)	-89%	\$ (344,136)	\$ (45,953)	-76%	\$ (264,247)	\$ (35,436)		
Beginning fund balance	35,436	60,483	171%	35,436	60,483	171%		35,436		
Ending fund balance	\$ (42,114)	\$ 6,953	-17%	\$ (308,700)	\$ 14,530	-5%		\$ -		

Notes: FY22 supplemental budget per resolution no. 1529 for BN 23



Prineville Airport Terminal

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 fourth quarter came in at approximately \$5.55 million or 109 percent of the annual budget with \$1.9 million coming in from debt proceeds in the first quarter. Revenue associated with charges for service came in at roughly \$3.36 million which is an increase compared to the prior year of roughly \$163,000. Miscellaneous revenue is largely associated with reimbursements for water quality monitoring and reimbursements from Central Oregon Cities Organization for miscellaneous water work from GSI.

Fourth quarter expenditures are at approximately \$4.62 million or 80 percent of the annual budget with \$1.9 million being associated with the refinancing of debt previously mentioned from the first quarter. Materials and services are slightly under budget at 96 percent of the annual budget. Fourth quarter capital expenditures are largely associated with Crooked River Concepts and the Habitat Conservation Plan. A supplemental budget was adopted for the Water Fund during the fourth quarter to allow for additional costs that were not anticipated at the time of budgeting for debt refinancing, capital expenses for Crooked River Concepts and the Habitat Conservation Plan, and for water quality monitoring and miscellaneous water work from GSI.

Fund balance increased roughly \$924,000 or 85 percent through the fourth quarter.

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Bal.
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Bal.			
Charges for services	\$ 744,750	\$ 684,843	92%	\$ 2,979,000	\$ 3,359,587	113%	\$ (380,587)	\$ 6,035,000	56%	\$ 2,675,413
Interest	1,250	1,997	160%	5,000	5,046	101%	(46)	10,000	50%	4,954
Miscellaneous	125	21,589	17271%	500	68,549	13710%	(68,049)	1,000	6855%	(67,549)
Debt proceeds	478,775	-	-	1,915,100	1,915,036	100%	64	1,915,100	100%	64
Transfers	42,200	181,522	430%	168,800	199,556	118%	(30,756)	340,600	59%	141,044
Total revenue	\$ 1,267,100	\$ 889,950	70%	\$ 5,068,400	\$ 5,547,776	109%	\$ (479,376)	\$ 8,301,700	67%	\$ 2,753,924
Expenditures										
Materials and services	\$ 181,775	\$ 195,591	108%	\$ 727,100	\$ 699,236	96%	\$ 27,864	1,570,800	45%	\$ 871,564
Franchise fee expense	36,000	36,000	100%	144,000	144,000	100%	-	292,000	49%	148,000
Capital outlay										
Equipment										
Improvements	125,000	48,546	39%	500,000	163,641	33%	336,359	1,055,000	16%	891,359
Principal										
Refunding bond 2017	473,050	-	-	1,892,200	1,892,115	100%	85	1,892,200	100%	85
Water revenue bond 2003	18,050	-	-	72,200	-	-	72,200	144,400	0%	144,400
2021 Refinancing	41,475	165,887	-	165,900	165,887	-	13	326,100	51%	160,213
Interest										
Refunding bond 2017	3,500	-	-	14,000	13,753	98%	247	14,000	98%	247
Water revenue bond 2003	6,000	-	-	24,000	23,537	98%	463	134,700	17%	111,163
2021 Refinancing	3,750	11,586	309%	15,000	14,933	100%	67	36,100	41%	21,167
Transfers	376,575	376,575	100%	1,506,300	1,506,300	100%	-	3,036,000	50%	1,529,700
Contingency					723,118			515,818		515,818
Total expenditures	\$ 1,265,175	\$ 834,185	66%	\$ 5,783,818	\$ 4,623,402	80%	\$ 437,298	\$ 9,017,118	51%	\$ 4,393,716
Revenue over (under) expenditures	\$ 1,925	\$ 55,765	5%	\$ (715,418)	\$ 924,373	85%	\$ (916,673)	\$ (715,418)		
Debt service reserve	336,200			336,200				336,200		336,200
Beginning fund balance	1,051,618	1,090,792	104%	1,051,618	1,090,792	104%		1,051,618		
Ending fund balance	\$ 1,053,543	\$ 1,146,557	109%	\$ -	\$ 2,015,165	-		\$ -		

Notes: FY22 supplemental budget per resolution no. 1529 for BN 23

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 yearend came in at approximately \$10.04 million or 109 percent of the annual budget with the \$4.96 million from debt proceeds in the first quarter and a transfer of \$511,300 in the second quarter to support the Peoples Irrigation Project. Revenue collection for charges for services was roughly \$4.28 million or 106 percent of annual budget which is an increase of approximately \$282,000 over the prior year. This increase can largely be attributed to the data centers increased water usage.

Expenditures at quarter end came in at roughly \$10.48 million or 98 percent of the annual budget with \$4.96 million being associated with refinancing of debt from the first quarter previously mentioned. Personnel services came in under budget with the Public Works Department restructuring personnel, affecting several departments including Wastewater. A supplemental budget was adopted during the fourth quarter for the Wastewater Fund to allow for expenses associated with the People’s Irrigation Ditch project, additional required testing, additional short-lived asset replacement expenses and debt refinancing.

Fund balance decreased roughly \$438,000 or -24 percent through the fourth quarter.



Completed fencing for the solar farm by the wastewater treatment plant. – May 2022

Wastewater Fund - Continued

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Bal.
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Bal.			
Charges for services	\$ 1,004,500	\$ 1,045,142	104%	\$ 4,018,000	\$ 4,277,692	106%	\$ (259,692)	\$ 8,644,300	49%	\$ 4,366,608
Interest	2,500	3,585	143%	10,000	11,158	112%	(1,158)	20,000	56%	8,842
Transfers	-	-	-	-	511,300	-	(511,300)	511,300	100%	-
Miscellaneous	20,925	36,715	175%	83,700	79,573	95%	4,127	167,400	48%	87,827
SDCs - reimbursement fees	29,850	153,966	516%	119,400	199,528	167%	(80,128)	371,000	54%	171,472
Debt proceeds	1,240,375	-	-	4,961,500	4,961,475	100%	25	4,961,500	100%	25
Intergovernmental	-	-	-	-	126	-	(126)	-	-	(126)
Total revenue	\$ 2,298,150	\$ 1,239,408	54%	\$ 9,192,600	\$ 10,040,852	109%	\$ (848,252)	\$ 14,675,500	68%	\$ 4,634,648
Expenditures										
Personnel services	\$ 62,700	\$ 73,637	117%	\$ 250,800	\$ 182,014	73%	\$ 68,786	\$ 509,600	36%	\$ 327,586
Materials and services	428,850	395,559	92%	1,715,400	1,722,408	100%	(7,008)	2,838,600	61%	1,116,192
Franchise fee expense	49,000	49,000	100%	196,000	196,000	100%	-	401,000	49%	205,000
Capital outlay										
Improvements	121,500	233,707	192%	486,000	511,003	105%	(25,003)	1,256,600	41%	745,597
Debt service										
Principal										
2021 Refinancing	111,500	446,269	400%	446,000	446,269	100%	(269)	1,179,000	38%	732,731
DEQ CWSRF R74682/2	740,550	-	-	2,962,200	2,962,108	100%	92	2,962,200	100%	92
Refunding 2017	551,975	-	-	2,207,900	2,207,885	100%	15	2,207,900	100%	15
State of Oregon IFA	6,825	-	-	27,300	27,291	100%	9	54,900	50%	27,609
USDA 2015	15,250	-	-	61,000	60,922	100%	78	123,600	49%	62,678
Interest										
2021 Refinancing	9,725	30,018	309%	38,900	38,689	99%	211	93,500	41%	54,811
DEQ CWSRF R74682/2	11,325	-	-	45,300	45,291	100%	9	45,300	100%	9
Refunding 2017	4,025	-	-	16,100	16,048	100%	52	16,100	100%	52
State of Oregon IFA	1,700	-	-	6,800	6,765	99%	35	13,300	51%	6,535
USDA 2015	26,325	-	-	105,300	105,238	100%	62	208,900	50%	103,662
Fees										
DEQ CWSRF R74682/2	3,725	-	-	14,900	14,811	99%	89	14,900	99%	89
Transfers	483,975	558,975	115%	1,935,900	1,935,900	100%	-	3,911,900	49%	1,976,000
Contingency				216,024				602,224		602,224
Total expenditures	\$ 2,628,950	\$ 1,787,165	68%	\$ 10,731,824	\$ 10,478,642	98%	\$ 37,158	\$ 16,439,524	64%	\$ 5,960,882
Revenue over (under) expenditures	\$ (330,800)	\$ (547,757)	-30%	\$ (1,539,224)	\$ (437,789)	-24%	\$ (885,411)	\$ (1,764,024)		
Other resources / (requirements)										
Debt service reserve	1,014,800			1,014,800				790,000		
Capital reserve										
Beginning fund balance	2,554,024	1,838,803	72%	2,554,024	1,838,803	72%		2,554,024		
Ending fund balance	\$ 2,223,224	\$ 1,291,046	58%	\$ -	\$ 1,401,014	-		\$ -		

Notes: FY22 supplemental budget per resolution no. 1529 for BN 23

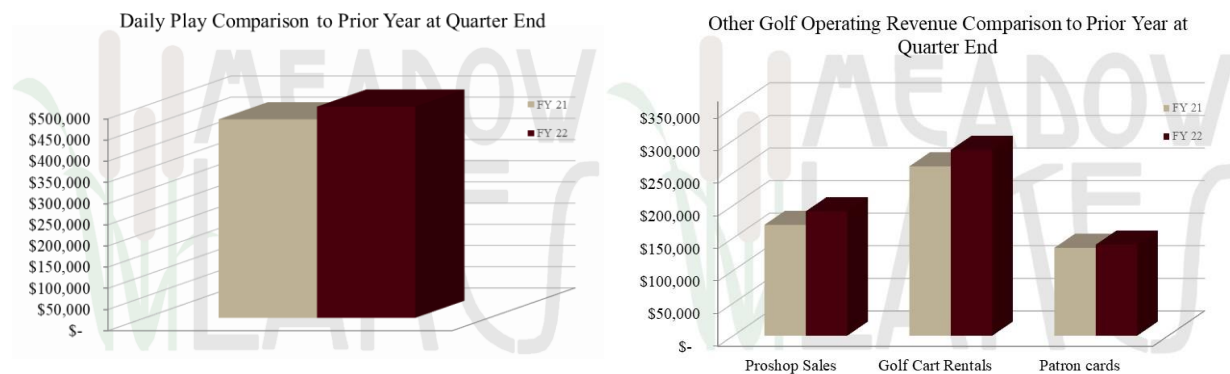


Wastewater treatment facility in April of 2022.

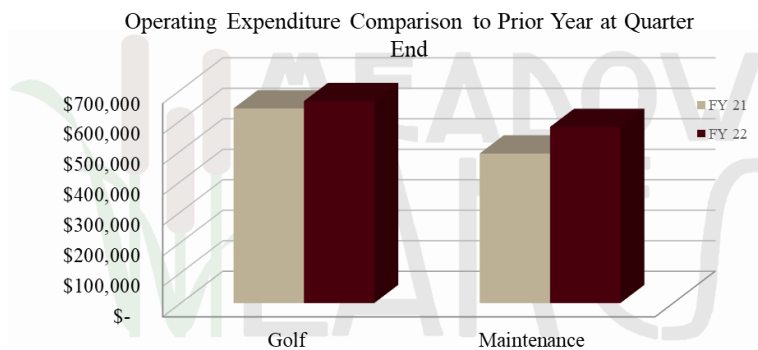
Golf Course and Restaurant Fund

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

Overall revenue collection is at approximately \$2.32 million at yearend or 125 percent of the annual budget, with roughly \$596,000 of debt proceeds coming in for new golf carts and refinancing some debt to get a better interest rate during the first quarter. Golf operating revenue came in at about \$1.2 million or 121 percent of the annual budget which is an increase over the prior year of roughly 8 percent. Rounds of golf are up roughly 1,050 rounds compared to the prior year quarter despite the snow closures that took place in December and January. Below is a comparison to the prior year of the significant operating revenue sources for the golf course.



Expenditures at yearend came in at roughly \$2.1 million or 97 percent of the annual budget with \$264,000 being associated with the refinancing of debt previously mentioned from the first quarter and the purchasing of new golf carts in the second quarter totaling roughly \$321,000. During the fourth quarter, a budget adjustment was done to allow for additional expenditures associated with increased activity, the retirement of the golf course superintendent and debt refinancing. Golf course operating expenditures are up roughly 4 percent and maintenance expenditures are up roughly 18 percent over the prior year, largely due to increased activity. Below is a comparison of operating only expenditures to the prior year by department.



Golf Course and Restaurant Fund - Continued

Fund balance increased roughly \$215,000 or 41 percent through the fourth quarter largely due to increased activity.

	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Bal.
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Bal.			
Revenue										
Charges for services										
Golf Course	\$ 246,500	\$ 387,834	157%	\$ 986,000	\$ 1,196,893	121%	\$ (210,893)	\$ 1,997,800	60%	\$ 800,907
Waste Disposal	92,500	92,500	100%	370,000	370,000	100%	-	740,000	50%	370,000
Restaurant	6,025	6,787	113%	24,100	24,860	103%	(760)	57,700	43%	32,840
Interest	1,500	1,361	91%	6,000	4,159	69%	1,841	12,000	35%	7,841
Transfers	25,000	100,000	400%	100,000	100,000	100%	-	200,000	50%	100,000
Miscellaneous	2,425	4,843	200%	9,700	26,721	275%	(17,021)	19,900	134%	(6,821)
Debt proceeds	90,900	-	0%	363,600	596,044	164%	(232,444)	363,600	164%	(232,444)
Total revenue	\$ 464,850	\$ 593,324	128%	\$ 1,859,400	\$ 2,318,677	125%	\$ (459,277)	\$ 3,391,000	68%	\$ 1,072,323
Expenditures										
Golf Course	\$ 280,000	\$ 253,390	90%	\$ 1,120,000	\$ 1,119,090	100%	\$ 910	\$ 1,808,400	62%	\$ 689,310
Waste Disposal	144,500	185,036	128%	578,000	578,028	100%	(28)	1,230,000	47%	651,972
Restaurant	7,800	7,602	97%	31,200	28,033	90%	3,167	66,200	42%	38,167
Debt service										
Principal - note payable	-	-	-	-	-	-	-	-	-	-
Interest - note payable	-	-	-	-	-	-	-	-	-	-
Principal - 2021 refunding	27,025	108,095	400%	108,100	108,095	100%	5	226,500	48%	118,405
Interest - 2021 refunding	1,175	3,604	307%	4,700	4,646	99%	54	10,570	44%	5,924
Principal - 2017 bond	66,000	-	-	264,000	264,000	100%	-	264,000	100%	-
Interest - 2017 bond	488	-	-	1,950	1,919	98%	31	1,950	98%	31
Contingency				56,875				72,405		72,405
Total expenditures	\$ 526,988	\$ 557,727	106%	\$ 2,164,825	\$ 2,103,811	97%	\$ 4,139	\$ 3,680,025	57%	\$ 1,576,214
Revenue over (under) expenditures	\$ (62,138)	\$ 35,596	7%	\$ (305,425)	\$ 214,866	41%	\$ (463,416)	\$ (289,025)		
Debt service reserve	114,600			114,600				131,000		
Beginning fund balance	420,025	518,550	123%	420,025	518,550	123%		420,025		
Ending fund balance	\$ 357,888	\$ 554,146	155%	\$ -	\$ 733,416	-		\$ -		

Notes: FY 22 budget adjustment done per resolution 1528 for BN 23



Meadow Lakes Golf Course – April 2022

June 30, 2022

Administration and Financial Support Services Fund

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

Overall revenue collection through the fourth quarter came in at approximately \$3.23 million or 105 percent of the annual budget. Charges for services are largely associated with Internal Service Fund transfers totaling \$2.88 million and 911 user equipment reimbursements of \$230,000 through the fourth quarter.

Overall expenditures at quarter end are at approximately 91 percent of the annual budget or \$3.39 million. Expenditures are tracking below budget in the City Council Department and Finance Department at yearend. In the Information Technology Department, expenditures are at 129 percent of budget. Upgrades to 911 infrastructure and 911 user equipment continued through the fourth quarter and may require a budget adjustment in year two of the biennium due to increased costs.

Fund balance decreased roughly \$156,000 or -22 percent through the fourth quarter.

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Bal.
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Bal.			
Charges for services	\$ 740,675	\$ 871,970	118%	\$ 2,962,700	\$ 3,199,112	108%	\$ (236,412)	\$ 6,095,600	52%	\$ 2,896,488
Intergovernmental Rev.	25,000	-	0%	100,000	502	1%	99,498	100,000	1%	99,498
Transfers	-	-	-	-	29,435	-	(29,435)	-	-	(29,435)
Interest	625	1,296	207%	2,500	3,687	147%	(1,187)	5,000	74%	1,313
Total revenue	\$ 766,300	\$ 873,266	114%	\$ 3,065,200	\$ 3,232,737	105%	\$ (167,537)	\$ 6,200,600	52%	\$ 2,967,863
Expenditures										
City Council	\$ 22,975	\$ 18,849	82%	\$ 91,900	\$ 68,568	75%	\$ 23,332	\$ 185,300	37%	\$ 116,732
Administration / Team	227,400	252,879	111%	909,600	928,546	102%	(18,946)	1,838,000	51%	909,454
Financial Services	275,050	286,652	104%	1,100,200	1,011,940	92%	88,260	2,166,300	47%	1,154,360
Information Technolog	267,900	333,951	125%	1,071,600	1,379,704	129%	(308,104)	2,193,900	63%	814,196
Contingency				534,849				460,049		460,049
Total expenditures	\$ 793,325	\$ 892,330	112%	\$ 3,708,149	\$ 3,388,758	91%	\$ (215,458)	\$ 6,843,549	50%	\$ 3,454,791
Revenue over (under) e	\$ (27,025)	\$ (19,064)	-3%	\$ (642,949)	\$ (156,022)	-22%	\$ 47,922	\$ (642,949)		
Beginning fund balance	642,949	693,898	108%	642,949	693,898	108%		642,949		
Ending fund balance	\$ 615,924	\$ 674,834	110%	\$ -	\$ 537,876	-		\$ -		

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 \$2.72 million or 100 percent of the annual budget with \$987,000 in debt proceeds coming in from a refinancing during the first quarter. Fourth quarter revenues were largely associated with user rents and transfers and the selling of a portion of the Barnes Butte property.

Expenditures through the fourth quarter are roughly 84 percent of the annual budget with the refinancing of debt mentioned earlier in the first quarter. The City Hall building debt was refinanced in the amount of \$986,000 affecting the City Hall Facilities Department. The Barnes Butte Department and Public Works Facilities Department are tracking under budget at yearend with the Police Facilities slightly over the annual budget. A supplemental budget was adopted during the fourth quarter to allow for additional costs associated with sidewalk improvements at the Police Department, paying of the debt for the Barnes Butte property, a new steam table for the Senior Center and increased utilities for the Public Works facilities.

Fund balance increased roughly 128 percent through the fourth quarter.



Barnes Butte in June 2022

Building Facilities Fund - Continued

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Bal.
	Quarter Budget Est.	Quarter Actual	Quarter Budget %	Annual Budget Est.	Annual Actual	Annual Est. Budget %	Annual Est. Budget Bal.			
Rent	\$ 54,400	\$ 55,000	101%	\$ 217,600	\$ 220,000	101%	\$ (2,400)	\$ 451,300	49%	\$ 231,300
Transfers	283,700	284,050	100%	1,134,800	1,136,200	100%	(1,400)	1,995,700	57%	859,500
Miscellaneous	1,250	3,027	242%	5,000	10,842	217%	(5,842)	433,500	3%	422,658
Debt proceeds	246,700	-	0%	986,800	986,811	100%	(11)	986,800	100%	(11)
Intergovernmental	94,400	-	-	377,600	26,715	7%	350,885	411,000	7%	384,285
Sale of Assets	-	335,230	-	-	335,230	-	(335,230)	-	-	(335,230)
Interest	1,250	1,360	109%	5,000	3,193	64%	1,807	10,000	32%	6,807
Total revenue	\$ 681,700	\$ 678,667	100%	\$ 2,726,800	\$ 2,718,991	100%	\$ 7,809	\$ 4,288,300	63%	\$ 1,569,309
Expenditures										
City Hall facilities	\$ 317,475	\$ 122,451	39%	\$ 1,269,900	\$ 1,190,958	94%	\$ 78,941.56	\$ 1,509,100	79%	\$ 318,142
Police facilities	146,925	368,314	251%	587,700	590,950	101%	(3,250)	1,163,200	51%	572,250
CDBG - Sr. Center	3,750	-	-	15,000	14,966	100%	34	15,000	100%	34
Public Works facilities	9,125	9,780	107%	36,500	31,992	88%	4,508	76,000	42%	44,008
Barnes Butte	151,575	184,838	122%	606,300	314,045	52%	292,255	1,323,300	24%	1,009,255
Contingency	-	-	-	31,528	-	-	-	21,828	-	21,828
Total expenditures	\$ 628,850	\$ 685,384	109%	\$ 2,546,928	\$ 2,142,911	84%	\$ 372,489	\$ 4,108,428	52%	\$ 1,965,517
Revenue over (under) expenditures	\$ 52,850	\$ (6,717)	-1%	\$ 179,872	\$ 576,080	128%	\$ (364,680)	\$ 179,872		
Other requirements										
Debt service reserve	542,300	-	-	542,300	-	-	-	542,300	-	-
Beginning fund balance	362,428	448,426	124%	362,428	448,426	124%		362,428		
Ending fund balance	\$ 415,278	\$ 441,709	106%	\$ -	\$ 1,024,506	-		\$ -		

Notes: FY22 supplemental budget per resolution no. 1529 for BN 23



Prineville Police and staff standing in front of the Police Department. – May 2022

Plaza Maintenance Fund

This fund accounts for the maintenance of the plaza joining City Hall and the Crook County Annex building. The county and the city maintain the plaza in a joint effort. Starting in 2005 the county was responsible for accounting for the maintenance of the plaza per a city and county agreement. The agreement has been revised and the city, starting FY 13, now assumes the responsibility of accounting for the plaza maintenance. Revenues are generated through a transfer from the city with matching monies from the county. Expenditures are for maintaining the landscaping, sidewalks and lighting.

Revenues at yearend are as anticipated.

Fourth quarter materials and services are for contracted grounds keeping and new flags totaling approximately \$2,200.

Fund balance increased roughly 40 percent through the fourth quarter, ending at roughly \$32,600.

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Bal.
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Bal.			
Intergovernmental	\$ 2,500	\$ -	-	\$ 10,000	\$ 10,000	100%	\$ -	\$ 20,000	50%	\$ 10,000
Interest	50	54	108%	200	158	79%	42	400	40%	242
Transfers	2,500	-	-	10,000	10,000	100%	-	20,000	50%	10,000
Total revenue	\$ 5,050	\$ 54	1%	\$ 20,200	\$ 20,158	100%	\$ 42	\$ 40,400	50%	\$ 20,242
Expenditures										
Materials and services	\$ 7,250	\$ 2,233	31%	\$ 29,000	\$ 8,934	31%	\$ 20,066	\$ 43,000	21%	\$ 34,066
Transfers	500	500	100%	2,000	2,000	100%	-	4,000	50%	2,000
Contingency				14,602				18,802		18,802
Total expenditures	\$ 7,750	\$ 2,733	35%	\$ 45,602	\$ 10,934	24%	\$ 20,066	\$ 65,802	17%	\$ 54,868
Revenue over (under) e	\$ (2,700)	\$ (2,679)	-11%	\$ (25,402)	\$ 9,224	40%	\$ (20,024)	\$ (25,402)		
Other requirements										
Debt service reserve	-			-				-		-
Beginning fund balance	25,402	23,339	92%	25,402	23,339	92%		25,402		
Ending fund balance	\$ 22,702	\$ 20,660	91%	\$ -	\$ 32,563	-		\$ -		



Plaza in April of 2022

Public Works Support Services Fund

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

Revenues at yearend are at roughly 100 percent of the annual budget and are largely associated with transfers for services from the streets, water and wastewater departments for public works. Overall, revenues are as anticipated with slight overages in interest revenue and miscellaneous revenue.

Expenditures through the fourth quarter are at roughly 85 percent of the annual budget. Expenditures for support services are slightly above the annual budget with personnel services coming in at 101 percent at yearend. Expenditures in the fleet and vehicles department are tracking at 91 percent of the annual budget with capital expenditures during the fourth quarter totaling roughly \$13,000 for equipment upgrades.

Fund balance increased approximately \$207,000 or 55 percent at yearend.

Revenue	Current Quarter			Year to Date				Biennial Budget	Biennial Budget %	Biennial Budget Remaining Bal.
	Quarter Budget Est.	Actual	Quarter Budget %	Annual Budget Est.	Actual	Annual Est. Budget %	Annual Est. Budget Bal.			
Intergovernmental	\$ 27,500	\$ -	-	\$ 110,000	\$ 111,031	101%	\$ (1,031)	\$ 220,000	50%	\$ 108,969
Charges for services	577,075	753,325	131%	2,308,300	2,308,300	100%	-	4,640,600	50%	2,332,300
Interest	300	918	306%	1,200	2,774	231%	(1,574)	2,400	116%	(374)
Miscellaneous	1,750	5,773	330%	7,000	7,719	110%	(719)	14,000	55%	6,281
Debt Proceeds	45,825	-	-	183,300	184,940	101%	(1,640)	183,300	101%	(1,640)
Total revenue	\$ 652,450	\$ 760,016	116%	\$ 2,609,800	\$ 2,614,764	100%	\$ (3,324)	\$ 5,060,300	52%	\$ 2,447,176
Expenditures										
Public Works Support	\$ 462,725	\$ 470,638	102%	\$ 1,850,900	\$ 1,865,636	101%	\$ (14,736)	\$ 3,805,000	49%	\$ 1,939,364
Public Works Fleet and Contingency	149,200	79,067	53%	596,800	542,189	91%	54,611	1,025,200	53%	483,011
				370,738				438,738		438,738
Total expenditures	\$ 611,925	\$ 549,705	90%	\$ 2,818,438	\$ 2,407,825	85%	\$ 39,875	\$ 5,268,938	46%	\$ 2,861,113
Revenue over (under) e	\$ 40,525	\$ 210,311	56%	\$ (208,638)	\$ 206,939	55%	\$ (43,199)	\$ (208,638)		
Beginning fund balance	208,638	375,558	180%	208,638	375,558	180%		208,638		
Ending fund balance	\$ 249,163	\$ 585,869	235%	\$ -	\$ 582,497	-		\$ -		



Public Works installing the artwork for the roundabout in June of 2022.

**RESOLUTION NO. 1537
CITY OF PRINEVILLE, OREGON**

**A RESOLUTION APPROVING SUBGRANT AGREEMENT WITH CROOK COUNTY
FOR CORONAVIRUS STATE FISCAL RECOVERY FUND GRANT AGREEMENT
NO. PO-73000-00006939**

Whereas, Crook County (“Crook”) intends to execute Grant Agreement No. PO073000-00006939 with the Oregon Department of Transportation for Coronavirus State Fiscal Recovery Fund monies; and

Whereas, the City of Prineville (“City”) has developed the Combs Flat Road Extension Project that will extend NE Combs Flat Road north to NE Peters Road which will act as a bypass route to address capacity, access, and safety issues facing the City (“Project”); and

Whereas, Coronavirus State Fiscal Recovery Fund monies must be distributed to an Oregon County rather than a municipality; and

Whereas, the City of Prineville (“City”) is willing and prepared to undertake the work necessary to complete the portion of the Grant Agreement in connection with the Project:

Whereas, Crook has prepared a Sub-Grant Agreement, attached hereto and incorporated herein, which provides the City a grant of \$9,400,000.00 for the Combs Flat Road Extension Project; and

Whereas, City staff believes it is in the best interest of the City to approve and execute the Sub-Grant Agreement.

NOW, THEREFORE, the City of Prineville resolves that the Grant Agreement is hereby approved and that the Mayor is authorized to sign such Sub-Agreement on behalf of the City.

Approved by the City Council this ____ day of September, 2022.

Rodney J. Beebe, Mayor

ATTEST:

Lisa Morgan, City Recorder

SUB-GRANT AGREEMENT
for
Coronavirus State Fiscal Recovery Fund

Grant Agreement No. PO-73000-00006939
(Combs Flat Road)

This Sub-Grant Agreement (hereinafter “Sub-Grant”) is made by and between Crook County, a political subdivision of the State of Oregon (hereinafter “the County,”) and the City of Prineville, an Oregon municipal corporation (hereinafter “the City.”) County and City may be collectively referred to as the Parties, or individually as a Party.

RECITALS

A. WHEREAS, since at least April, 2022, the City has been working with the Oregon Department of Transportation on a grant of funds for improvements to Combs Flat Road in Prineville; and

B. WHEREAS, on August 11, 2022, the Oregon Department of Transportation announced that it will not grant the funds to the City of Prineville directly, but would only consider a grant to an Oregon county. ODOT stated that it would not object if the recipient county thereafter entered into a subgrant with the City, so long as all of the grant requirements were passed along as well; and

C. WHEREAS, without either Party expressing any opinion on the veracity of the State of Oregon’s opinion on how it may legally allocate grant funds, County is willing to accept the grant funds and sub-grant those funds to the City, and City is willing to accept the grant funds and grant requirements, on the terms described herein.

AGREEMENT

Now, therefore, in consideration of the mutual covenants contained herein, the sufficiency of which is acknowledged, the Parties agree as follows:

1. Incorporation of Recitals: The above Recitals are incorporated into and made a part hereof, as terms of contract and not mere recitals.
2. Effective Date: This Sub-Grant becomes effective upon the occurrence of all of the following:
 - a. The execution of Grant Agreement No. PO-73000-00006939 between the County and the State of Oregon;
 - b. The execution of this Sub-Grant by the Parties; and
 - c. The payment by the State of Oregon to the County, in accordance with Section 3 “Disbursements” of Grant Agreement No. PO-73000-00006939.

3. Duration and Deadlines:
- a. Unless terminated sooner according to its terms, this Sub-Grant will continue in full force and effect until April 30, 2027.
 - b. Notwithstanding the foregoing, all expenditures of grant funds must be obligated by City no later than December 31, 2024 (the “Obligation Deadline”); and all expenditures under this Sub-Grant must be completed no later than December 31, 2026 (the “Expenditure Deadline”), in accordance with the provisions of the Grant Agreement.
 - c. If there are any unobligated funds after December 31, 2024, City will remit those funds to County no later than March 15, 2025.
 - d. If there are any unexpended funds after December 31, 2026, City will remit those funds to County no later than March 15, 2027.

4. Incorporation of Required Terms: The City agrees to adhere to the requirements of Grant Agreement No. PO-73000-00006939 as if an original party thereof, and to conform to its restrictions and obligations. Without limiting the foregoing, the City agrees to the following:

- a. The City will only use the grant funds to cover actual, reasonable and necessary project costs in accordance with applicable law, incurred within the timelines described in Section 4 of the Grant Agreement.
- b. The City will provide such financial records as the County or the State of Oregon, or their agents and representatives, may request, including reasonable opportunities to inspect and made copies of such.
- c. The City will notify the County and State of Oregon any adverse change in the activities, prospects or condition (financial or otherwise) of the City related to the ability of the City to perform all obligations required by this Sub-Grant.
- d. If the City engages in any public contracting, City will comply with the requirements of ORS Chapters 279A, 279B, and 279C as they may be applicable. Without limiting the foregoing, as between County and City, City will be responsible for complying with any prevailing wage requirements as may be triggered by City’s engagement with contractors.
- e. City will comply with all applicable Oregon government ethics laws (ORS 244.010 *et seq.*) as those laws may be subsequently amended.

5. Distribution of Funds: Subject to the limitations of Section 3 of the Grant Agreement, within ten (10) business days of the County’s receipt of funds from the State of Oregon under the Grant Agreement, the County will remit to the City 100% of the funds it received. If the State of Oregon disburses to County less than \$9,400,000.00 (the sum described in Section 1 of the Grant Agreement), County will notify City as soon as is reasonably possible.

6. Use of Funds:

a. The City will use such funds as may be provided under this Sub-Grant only in accordance with applicable law, including but not limited to Oregon prevailing wage laws, the American Rescue Plan Act (42 USC § 802 et seq.), the state and federal administrative rules adopted thereunder, and the employee whistleblower protection statute (41 USC § 4712).

b. The City will use the funds as may be provided under this Sub-Grant for the following activities:

“The project will extend NE Combs Flat Road north to NE Peters Road which will act as a bypass route to address capacity, access, and safety issues facing the City of Prineville. This will provide alternative traffic routing to the new Barnes Butte Elementary School and St. Charles hospital while helping to relieve traffic congestion at key intersections, thereby improving public safety for pedestrians, bikes, and vehicles. It will also connect bike and walking paths, creating safer routes to school.”

c. The City will track its administrative costs incurred pursuant to this Sub-Grant and the work thereunder, and will cooperate with the County in compiling such information for transmission to the State of Oregon on the schedule described in Exhibit A of the Grant Agreement, including but not limited to the information as the State of Oregon requires on their report forms.

7. Cooperation in Reporting Requirements: The Parties will cooperate with each other in the drafting and transmission of a Project Performance Plan, Quarterly Reports, and Annual Reports, in accordance with the requirements of Grant Agreement No. PO-73000-00006939.

8. Required Insurance and Indemnity: The City will require all first-tier subcontractors as it may engage to obtain the insurance described in Exhibit B of Grant Agreement No. PO-73000-00006939 and maintain such insurance in full force and effect for the duration of this Sub-Grant. This includes but is not limited to the requirements regarding naming the State of Oregon an additional insured, and waiver of subrogation, as described therein.

9. Termination: This Sub-Grant may be terminated by any of the following:

a. If Grant Agreement No. PO-73000-00006939 is terminated by any party thereto, this Sub-Grant may be immediately terminated upon receipt of a written termination notice to the City. Such notice will specify the reason for the immediate termination. Upon receipt of the written notice, the City will immediately cease all activities to be paid for through use of the funds provided by this Sub-Grant.

- b. **For Cause:** With reasonable cause, either Party may terminate this Sub-Grant after giving the other Party ten (10) days' prior written notice of termination for cause. Reasonable cause shall include material violation of this Sub-Grant or any act exposing the other Party to liability to others.
- c. **Change in Operative Law:** In the event that any applicable law should be changed, whether through legislation, adoption of administrative rules, or judgment of a court of competent jurisdiction, the effect of which change is that the provisions of this Sub-Grant can no longer be applied as the Parties have agreed, then the Parties will meet to discuss, in good faith, whether and how this Sub-Grant may be amended to conform to such changes in the law. If, after reasonable efforts under the circumstances, the Parties are unable to come to terms, either Party may terminate this Sub-Grant after giving the other Party ten (10) days' prior written notice of termination; provided, however, that if applicable law requires it, a shorter period of written notice may be provided instead.
- d. No termination or expiration of this Sub-Grant will prejudice any right which accrued prior to such termination or expiration.

10. **Submittal of W-9 Before Payment:** The City must provide County with a fully completed W-9 form upon execution of the Sub-Grant and prior to beginning services. The City will not be paid until a fully completed W-9 form is submitted.

11. **Entire Agreement:** This Sub-Grant signed by both parties is the final and entire agreement and supersedes all prior and contemporaneous oral or written communications between the parties, their agents, and representatives.

12. **Amendments:** The terms of this Sub-Grant shall not be waived, altered, modified, supplemented or amended in any manner whatsoever, without prior written approval of County. No modification of this Sub-Grant shall bind either party unless reduced to writing and subscribed by both parties, or ordered by a court of competent jurisdiction.

13. **Successors in Interest:** The provisions of this Sub-Grant shall be binding upon and shall inure to the benefit of the Parties to this Sub-Grant and their respective successors and assigns.

14. **No Authority to Bind the Other Party:** Neither Party has authority to enter into contracts on behalf of the other Party. This Sub-Grant does not create a partnership between the Parties.

15. **Notices:** Any notice given in connection with this Agreement must be in writing and be delivered either by hand to the party or by certified mail, return receipt requested, to the party at the party's address as stated below:

For the County:
Crook County
Attn: County Counsel's Office
300 NE 3rd Street
Prineville, OR 97754

For the City:
City of Prineville
Attn: City Manager
387 NE Third Street
Prineville

16. Governing Law and Venue: Any dispute under this Sub-Grant will be governed by Oregon law with venue being located in Crook County, Oregon; provided, however, that if the State of Oregon is or becomes a party to such dispute(s), the venue will be as described in Section 10(b) of Grant Agreement No. PO-73000-00006939.

17. Severability: If any provision of this Sub-Grant is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected; and the rights and obligations of the Parties shall be construed and enforced as if the Sub-Grant did not contain the particular provision held to be invalid.

18. Attorney Fees: In the event an action, lawsuit, or proceeding, including appeal therefrom, is brought for failure to observe any of the terms of this Sub-Grant, each Party shall bear its own attorney fees, expenses, costs, and disbursements for said action, lawsuit, proceeding, or appeal.

19. Waiver: The failure of either party at any time or from time to time to enforce any of the terms of this Sub-Grant shall not be construed to be a waiver of such term or of such party's right to thereafter enforce each and every provision of the Sub-Grant.

20. Indemnification and Hold-Harmless:

- a. To the extent permitted by Article XI, Section 10, of the Oregon Constitution and the Oregon Tort Claims Act, ORS 30.260 through 30.300, the City shall defend, save, hold harmless, and indemnify the County and its officers, employees, and agents from and against all claims, suits, actions, losses, damages, liabilities, costs, and expenses of any nature resulting from or arising out of, or relating to the activities of the City or its officers, employees, contractors, or agents under this Sub-Grant.
- b. To the extent permitted by Article XI, Section 10, of the Oregon Constitution and the Oregon Tort Claims Act, ORS 30.260 through 30.300, the County shall defend, save, hold harmless, and indemnify the City and its officers, employees, and agents from and against all claims, suits, actions, losses, damages, liabilities, costs, and expenses of any nature resulting from or arising out of, or relating to the activities of the County or its officers, employees, contractors, or agents under this Sub-Grant.
- c. Neither party shall be liable to the other for any incidental or consequential damages arising out of or related to this Sub-Grant. Neither Party shall be liable for any damages of any sort arising solely from the termination of this Sub-Grant or any part hereof in accordance with its terms.

21. In accordance with the requirement of the Grant Agreement, Section 6(H)(1)(ii), the Oregon Department of Transportation is named as a third-party beneficiary of this Sub-Grant, and is named an additional or "dual" obligee on any payment or performance bonds received by either Party of this Sub-Grant from contractors engaged in furtherance hereof.

22. Counterparts: This Sub-Grant may be executed in one or more counterparts, including electronically transmitted counterparts, which when taken together shall constitute one in the same instrument. Facsimiles and electronic transmittals of the signed document shall be binding as though they were an original of such signed document.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective the date first set forth above.

For City of Prineville

For Crook County

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CROOK COUNTY COURT

By: _____



Seth Crawford, County Judge

Date: 9/7/22

Rodney J. Beebe

Title: Mayor



Jerry Brummer, County Commissioner

Date: 9/7/22

Date: _____



Brian Barney, County Commissioner

Date: 9/7/22