



**Department of Land Conservation and Development**  
**2015-17 TECHNICAL ASSISTANCE GRANT APPLICATION**

Please complete each section in the form below. Type or write requested information in the spaces provided. Submit completed applications **by September 30, 2015**.

**Application Date:** September 30, 2015

**Applicant:** City of Prineville

(If council of governments, please also include the recipient jurisdiction name if applicable)

**Address:** 387 NE Third Street

**City:** Prineville

**Zip:** 97754

**Phone:** (541) 447-8338

**Contact name and title:** Phil Stenbeck, Planning Director

**Contact e-mail address:** pstenbeck@cityofprineville.com

**Grant request amount (in whole dollars):** \$35,000.00

**Local Contribution (recommended but not required):** \$140,000.00

**Project Title:**

City of Prineville Water Master Plan Update

**Project summary:** (Summarize the project and products in 50 words or less)

The proposed update will compile the latest completed water project information (the new wells, the new tank, the Aquifer Study, etc.) and assess/identify how the City will provide water for the Community for the next twenty years. The completed projects are directly tied to 150 permanent tech jobs.

**Project Description & Work Program**

Please describe the proposed project, addressing each of the following in an attachment.

**A. Goals and Objectives.** State the goals or overall purpose of the project. Describe particular objective(s) the community hopes to accomplish. Please indicate whether this is a one-biennium,

stand-alone project or is part of a longer multi-biennium program. If it is the latter, describe subsequent phases and expected results, any previous work completed, and how work beyond this project will be funded.

### *Goals/Purpose*

*The purpose of the Master Plan Update is to provide the City of Prineville with an updated analysis of the City water sources, distribution, treatment, pumping and storage systems, identification of present needs and deficiencies, a projection of future needs for the next twenty years, and an analysis of alternatives for meeting them.*

### *Objectives*

*The objectives are to update the following key elements:*

- 1. A general description of the water system's existing and future service area.*
- 2. Update the description of present land use patterns and project changes based on recent industrial development.*
- 3. Present water usage and projected water demand.*
- 4. An inventory of the existing water system facilities.*
- 5. Hydraulic analysis of the water system and identify potential new water pressure zone areas.*
- 7. An evaluation of the water supply quality with respect to conformance with the minimum water quality standards of the Oregon State Health Division (OSHD).*
- 8. Discussion of the system's ability to meet applicable fire codes and fire flow standards.*
- 9. A description and needs assessment of the water system facilities necessary to meet the anticipated needs including associated costs.*
- 10. This update will cover a 20-year planning period.*

**B. Products and Outcomes.** Clearly describe the product(s) and outcome(s) expected from the proposed project. Briefly describe any anticipated significant effect the project would have on development, livability, regulatory streamlining, and compliance with federal requirements, socioeconomic gains, and other relevant factors.

*The product that would be created would be an update Water Master Plan (product). The current Water Master Plan last updated 10 years ago, laid the foundation for development of the City's Water System. This included assessment of how to provide water for the newly developing residential areas on the east side of the City which saw significant residential growth through 2009 and provided a clear path on how to provide services to industrial/Airport land on the west side of the City. In the past five years the City has acted upon several planned water facility projects that are now in use supporting approximately 150 tech jobs created in the City by data center development. The City has also seen 200 to 450 multi-year construction jobs that flow from data center development starting in*

*2010 are in progress and are anticipated to continue into the future. The two large companies that have located here (Facebook and Project Pillar Prineville) have built over 1.2 square feet of data center which has required the City to expand its water system for industrial use as planned in the previous Water Master Plan (development-socioeconomic gain). The City is now at a point where forecasting water resources and facility for the next twenty years has become an immediate priority. All of the recent development of water system facilities has been done in a manner which has not affected resident water supply or usage (livability). The City is now at a point where forecasting water system supply and facility location for the next twenty years should be done to continue providing sufficient water resources for additional job growth and continue to provide water resources to residents in an efficient and effective way (outcome). To that end, the City is now completing a three year aquifer study and is also viewing the ongoing statewide drought anticipating how water resources will be provided.*

**C. Work Program, Timeline & Payment.**

**1. Task(s) and Product(s):** List and describe the major tasks and subtasks, with:

- The title of the task

*Update to the City of Prineville Water Master Plan*

- Steps to complete task

*Step 1) Gather Historical and current data about City water resources.*

*Step 2) Verify that the City has a complete set of data with stakeholders. (Ochoco Irrigation District, Peoples Irrigation District, Crooked River Watershed Council, Oregon Water Resources, Deschutes River Conservancy, etc.)*

*Step 3) Hire Consultant to analyze data and identify facility needs.*

*Step 4) City to identify mechanism for financing needed improvements.*

*Step 5) Adopted Plan and update City Comprehensive Plan.*

- The interim and final product(s) for each task

*Interim Product 1 - Water Resources Inventory*

*Interim Product 2 - Water Resources Analysis*

*Final Product - Updated Water Master Plan*

**2. Timeline:** List all dates for the project including tentative start date after the contract is signed, task completion dates, progress milestone(s), and project completion date. If the project is part of a multi-year program, provide an overview of the expected timeline(s) in sequence of expected start dates and completion date for each and describe subsequent phases to be completed.

- *Tentative start date – July 1, 2016*
- *(Task completion dates, progress milestone(s))*
- *Interim Product 1 - Water Resources Inventory October 1, 2016*
- *Interim Product 2 - Water Resources Analysis January 1, 2016*
- *Final Product - Updated Water Master Plan May 1, 2016*
- *Project completion date – June 30, 2017 (adopted by date)*

- 3. Payment Schedule:** Develop a requested payment schedule showing amount of interim and final payments. Include the products that will be provided with each payment request. The payment schedule should generally include no more than two payments – an interim and final payment.

*Payment would be requested in July 2017 after new Water Master Plan is adopted.*

- D. Evaluation Criteria.** Include a statement in the narrative that addresses the program priorities and evaluation criteria presented in the application instructions (“Eligible Projects and Evaluation Criteria”).

Eligible Projects and Evaluation Criteria

D.

The Technical Assistance grant evaluation review criteria, explained in 1 through 7 below, address the program priorities, considerations to ensure appropriate use of funds, and other program objectives. Projects are not expected to satisfy the non-mandatory criteria, but those that rate well under one or more of them will have improved likelihood of success.

### 1. Project Objectives

The project objectives are clearly stated; address the problem, need, opportunity, and issues; are defined in a manner consistent with the statewide planning goals; and directly relate to a clear statement of expected outcomes. The project objectives need to be reasonably achievable.

*The Water Master Plan is a document used to answer questions about serviceability of land within a City, or if land is being considered for a UGB expansion, defines whether water service is available to the land.*

### 2. Program Priorities

The project addresses the program priorities as follows:

The project is directly related to increasing economic development opportunities. Examples from past biennia include updated economic opportunities analyses and a public infrastructure finance plan for an industrial site. Other examples could include a transportation refinement plan or public facilities plan for job-producing land.

These are the highest-priority applications.

The project benefits economic development efforts.

Examples from the past biennium include planning for an industrial site heavily impacted by wetlands and preparing a redevelopment toolbox for a commercial strip. Other eligible projects could include a citywide public facilities element, an intergovernmental agreement to carry out a public facilities plan, or planning for workforce housing in an area with a deficit of opportunities.

The project helps a local government prepare an infrastructure financing plan to prepare for and fund local infrastructure to support growth and development.

*The proposed City Water Master Plan is a City wide facility plan that includes consideration of how to finance any needed improvements. The plan is also critical to job creation in the data center area of the City which has seen significant job growth which the City believes will continue into the foreseeable future.*

### 3. Project Description

The approach, budget and products are defined for every task and are reasonable considering the benefits of the project and the work proposed is reasonably likely to achieve the project objectives.

***The proposed project is reasonable and has been planned for in the City's budget which demonstrates clearly that this is a priority with the City. The project which is an update shows that the City has completed this type of project before, so it is likely to be completed.***

### 4. Grantee Capacity

The application and past performance on grant-funded projects (where applicable) demonstrate that there is adequate local capability to successfully manage the project.

***The project which is an update shows that the City has completed this type of project before, so it is likely to be completed and shows that the City has the capacity to complete it.***

### 5. RST Priorities

The project advances Regional Solutions Team (RST) priorities. Each regional advisory committee sets priorities for the region, and grant applications will be assessed to determine whether the project furthers one or more of these priorities.

This is not mandatory.

That is, projects that do not closely align with RST priorities are eligible for a grant award. However, those with that clearly advance an RST priority will score better than those that do not, compared to others in the same program priority category (listed in 2, above).

***The Regional Solutions Team includes creation of jobs as a priority. This project is integral to the continued growth of tech jobs in Prineville/Crook County as well as Central Oregon.***

### 6. Multiple Jurisdictions

The project benefits multiple jurisdictions or entities. This can be accomplished through a joint application by more than one local government, tribe, or service district, with the grant products benefitting each. Or the products of the grant may include a guidebook, template, or toolbox that will benefit the public or local governments or regions that did not receive the grant.

This is not mandatory.

Grantees are encouraged to work regionally or to create products with broad application, while DLCD recognizes that the products of many projects will benefit only the grantee.

***The regional benefit from this project is the continued growth of tech jobs in Central Oregon and the ongoing multi-year construction jobs that employ hundreds of people in family wage construction jobs for more than a year per building.***

## 7. Leverage

The applicant demonstrates commitment to the project through contribution of matching funds. Matching funds are not mandatory for an application to be successful, but a demonstration of local commitment can tip the balance in favor of some proposals. Matching funds do not need to be from the applicant's budget – they could come from another state agency (particularly through the Regional Solutions Team), a federal agency, or a foundation. In-kind and other non-cash match are also considered.

***The City is demonstrating a commitment by providing matching funds of \$140,000.00 which is an 80% match.***

**E. Project Partners.** List any of the following that will participate in the project: federal agencies, state agencies, council of governments, city and county governments, special districts, and other entities. Briefly describe the role of each (e.g., will perform work under the grant; will advise; will contribute information or services, etc.).

- Crook County
- Ochoco Irrigation District
- Peoples Irrigation District
- Crooked River Watershed Council
- Oregon Water Resources
- Deschutes River Conservancy

All stakeholders will participate as part of a Technical Advisory Committee.

**F. Advisory Committees.** List any advisory committee or other committees that will participate in the project to satisfy the local citizen involvement program, if any.

***The City will form a Technical Advisory Committee which will include Citizens at large and will also review the project with the City Planning Commission.***

**G. Cost-Sharing and Local Contribution.** DLCDC funds are only a part of overall project costs; please identify sources and amounts of other funds or services that will contribute to the project's success. Cost-sharing (match) is not required, but could be a contributing factor to the success of the application.

Will a consultant be retained to assist in completing grant products? Yes  No

### **Local Official Support**

The application ***must include*** a resolution or letter from the governing body of the city, county, district, or tribe demonstrating support for the project. If the applicant is a council of governments on behalf of a city, a letter or resolution from the city council supporting the application must be included. *The application will not be complete if it does not include this item.*

***A letter signed by Prineville Mayor Betty Roppe is attached.***

**Product Request Summary**

<b>Product</b>	<b>Grant Request</b>	<b>Local Contribution</b>	<b>Total Budget</b>
1	\$ <u>35,000</u>	\$ <u>140,000</u>	\$ <u>175,000</u>
2	\$ _____	\$ _____	\$ _____
3	\$ _____	\$ _____	\$ _____
4	\$ _____	\$ _____	\$ _____
5	\$ _____	\$ _____	\$ _____
6	\$ _____	\$ _____	\$ _____
7	\$ _____	\$ _____	\$ _____
8	\$ _____	\$ _____	\$ _____
<b>TOTAL</b>	\$ <u>35,000</u>	\$ <u>140,000</u>	\$ <u>175,000</u>

Submit your application with all supplemental information to:

Larry French, Grants Administrative Specialist

E-mail (preferred): [DLCD.GFGrant@state.or.us](mailto:DLCD.GFGrant@state.or.us)

Mail: Department of Land Conservation and Development  
 635 Capitol Street N.E., Suite 150  
 Salem, OR 97301

Phone: 503-934-0054

**APPLICATION DEADLINE: September 30, 2015**