



Harrisburg City Council Agenda  
May 13, 2025  
6:30 PM

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Mayor: Robert Duncan  
Council President: Mike Caughey  
Councilors: Kimberly Downey, Randy Klemm, Charlotte Thomas,  
Cindy Knox, Dana Henry and Youth Advisor Nolan Malpass  
Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

**PUBLIC NOTICES:**

1. *This meeting is open to the public and will be tape-recorded.*
2. *Copies of the Staff Reports or other written documents relating to each item on the agenda are on file in the office of the City Recorder and are available for public inspection.*
3. *All matters on the Consent Agenda are considered routine and will be enacted by one motion. Any member of the public can request that a matter be removed from the Consent Agenda for discussion. It will then be discussed under the "Other" part of the meeting schedule.*
4. *The City Hall Council Chambers are handicapped accessible. Persons with disabilities wishing accommodations, including assisted listening devices and sign language assistance are requested to contact City Hall at 541-995-6655, at least 48 hours prior to the meeting date. If a meeting is held with less than 48 hours' notice, reasonable effort shall be made to have an interpreter present. The requirement for an interpreter does not apply to an emergency meeting. ORS 192.630(5)*
5. *Persons contacting the City for information requiring accessibility for deaf, hard of hearing, or speech-impaired persons, can use TTY 711; call 1-800-735-1232, or for Spanish voice TTY, call 1-800-735-3896.*
6. *The City of Harrisburg does not discriminate against individuals with disabilities, and is an equal opportunity provider.*
7. *For information regarding items of discussion on this agenda, please contact City Recorder Lori Ross, at 541-995-6655*
8. *Masks are not required currently. The City asks that anyone running a fever, having an active cough or other respiratory issues, not to attend this meeting.*
9. *If you wish to testify, and are unable to attend due to health concerns, please contact the City Recorder to be placed on a Conference Call list during the meeting.*

**CALL TO ORDER AND ROLL CALL** by Mayor, Robert Duncan

**CONCERNED CITIZEN(S) IN THE AUDIENCE.** (Please limit presentation to two minutes per issue.)

**ORDINANCES**

- 1. THE MATTER OF HOLDING A PUBLIC HEARING AND APPROVING/ DENYING/AMENDING THE DRAFT AMENDMENT TO THE CITY OF HARRISBURG FLOOD HAZARD MANAGEMENT CODE, HMC 18.55.070 (LU 463-2025), BY APPROVING ORDINANCE NO. 1008, “AN ORDINANCE AMENDING HMC 18.55.070, AND REPEALING HMC 15.20 FLOOD DAMAGE PREVENTION.”**

**The Pro-Tem Council President will open a Public Hearing during this part of the meeting for anyone who wishes to provide public comment regarding HMC 18.55.070; Flood Hazard Management Code**

**STAFF REPORT:**

- Exhibit A: PC Staff Report from April, 2025 (Pg 11)
- Exhibit B: Land Use Application, Narrative, and Maps of SFHA (Pg 20) Areas in Harrisburg
- Exhibit C: Redlined Amendment HMC 18.55.070 (Pg 40)
- Exhibit D: Ordinance No. 1008 (Pg 71)

**ACTION: MOTION: “BASED UPON THE CRITERIA, DISCUSSION, AND FINDINGS OF FACT IN THIS STAFF REPORT, I MOTION TO APPROVE/AMEND/DENY ORDINANCE NO. 1008, AN ORDINANCE AMENDING HMC 18.55.070 AND REPEALING HMC 15.20 FLOOD DAMAGE PREVENTION”**

**NEW BUSINESS**

- 2. THE MATTER OF CONSIDERATION OF A REQUEST TO DEFER SDC PAYMENTS**

**STAFF REPORT:**

- Exhibit A: Request for Deferred SDC's (Pg 106)
- Exhibit B: Oregon System Development Charges Study by Oregon Housing and Community Services (Pg 108)
- Exhibit C: HMC 12.35 – System Development Charges (Pg 115)
- Exhibit D: Deferred Program Feedback (Pg 123)

**ACTION: TBD**

- 3. THE MATTER OF APPROVING AN IGA WITH THE RURAL ECONOMIC ALLIANCE (REAL)**

**STAFF REPORT:**

- Exhibit A: Existing IGA (Pg 127)
- Exhibit B: Proposed IGA (Pg 142)

**ACTION: AUTHORIZE THE MAYOR TO SIGN THE IGA WITH MEMBER CITIES OF THE RURAL ECONOMIC ALLIANCE**

**4. THE MATTER OF APPROVING THE FINAL DRAFT OF THE 2025-2030 STRATEGIC PLAN**

**STAFF REPORT:**

Exhibit A: Final 2025-2030 Strategic Plan (Pg 155)

**ACTION: MOTION TO APPROVE THE FINAL DRAFT OF THE 2025-2030 STRATEGIC PLAN**

**CONSENT LIST:** Consent list materials are included in the Council Packet. Approval of items on the consent list will be enacted in one motion. Any member of the public, or City Council, can ask for an item to be removed from the consent list for discussion during the 'Other' segment.

**5. THE MATTER OF APPROVING THE CONSENT LIST**

**STAFF REPORT:**

Exhibit A: City Council Minutes for March 25, 2025 & April 8, 2025 (Pg 174)

Exhibit B: Payment Approval Report for April 2025 (Pg 184)

Exhibit C: Re-Appointment for Library Board Member Pat Rufo (Pg 193)

Exhibit D: Out of State Travel for Chuck Scholz (Pg 196)

Exhibit E: Library Board Minutes for March 4, 2025 (Pg 204)

Exhibit F: Municipal Court Collections Report for April 2025 (Pg 207)

Exhibit G: Municipal Court Citation Report for April 2025 (Pg 208)

**ACTION: MOTION TO APPROVE THE CONSENT LIST**

A motion to approve the consent list will approve the following:

- **Minutes from the March 25, 2025 & April 8, 2025 City Council Meetings**
- **The Payment Approval Report for April 2025**
- **Appointment of Pat Rufo to the Library Board for a term ending June 30, 2028**
- **Out of State Travel for Chuck Scholz to attend the AWWA Expo in Denver, Colorado at a cost of \$2991**

**VERBAL REPORT:** Discussions below should be limited to five minutes of conversation per topic. Topics of interest that require more than five minutes of conversation should be moved to a future meeting where possible.

- Water Bond Construction
- SPWF Loan Process
- Extension of Time for Dan Schroeder
- Monthly Code Enforcement Report

**OTHER ITEMS**

**ADJOURN**

Agenda Bill  
**Harrisburg City Council**  
Harrisburg, Oregon

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**THE MATTER OF HOLDING A PUBLIC HEARING AND APPROVING/ DENYING/AMENDING THE DRAFT AMENDMENT TO THE CITY OF HARRISBURG FLOOD HAZARD MANAGEMENT CODE, HMC 18.55.070 (LU 463-2025), BY APPROVING ORDINANCE NO. 1008, “AN ORDINANCE AMENDING HMC 18.55.070, AND REPEALING HMC 15.20 FLOOD DAMAGE PREVENTION.”**

**STAFF REPORT:**

- Exhibit A: PC Staff Report from April, 2025
- Exhibit B: Land Use Application, Narrative, and Maps of SFHA Areas in Harrisburg
- Exhibit C: Redlined Amendment HMC 18.55.070
- Exhibit D: Ordinance No. 1008

**ACTION: MOTION: “BASED UPON THE CRITERIA, DISCUSSION, AND FINDINGS OF FACT IN THIS STAFF REPORT, I MOTION TO APPROVE/AMEND/DENY ORDINANCE NO. 1008, AN ORDINANCE AMENDING HMC 18.55.070 AND REPEALING HMC 15.20 FLOOD DAMAGE PREVENTION”**

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**THIS AGENDA BILL IS DESTINED FOR:** Agenda – May 13, 2025

| BUDGET IMPACT |           |                 |
|---------------|-----------|-----------------|
| COST          | BUDGETED? | SOURCE OF FUNDS |
| N/A           | Yes/No    | N/A             |

STAFF RECOMMENDATION:  
**Staff recommends the City Council approve Ordinance No. 1008**

BACKGROUND INFORMATION:  
Last fall, the City Council reviewed the proposed amendments to the flood hazard management code and determined that it would adopt the PICM (Pre-Implementation Compliance Measures), that would apply to the City of Harrisburg’s Special Flood Hazard Areas (SFHA). The City Council chose to adopt the amendments to the flood zone as required by FEMA and provided by the DLCD (Department of Land Conservation and Development). The City conveyed the choice of PICM to FEMA/DLCD, by December 1<sup>st</sup>, as required, and notified the DLCD through the plan amendment process (PAPA) of the schedule the City was following.

While Staff hoped that the process would be halted, whether through the new administration, or via legal opposition, that has not yet happened. The City is prepared to reverse this amendment, if the opportunity presents itself in the future. In the meanwhile, the Planning Commission reviewed the materials presented to them at the



first evidentiary hearing, held on April 15, 2025. The Staff Report for that meeting can be found in **Exhibit A**, while the materials accompanying the staff report, including maps of the SFHA areas in Harrisburg, are found in **Exhibit B**. The proposed redlined municipal code is found in **Exhibit C**, while the Ordinance itself is shown in **Exhibit D**.

Notices were sent to property owners for these properties. Only two property owners came to the meeting in April; neither provided testimony; they attended to learn more about the requirements of the intended amendments to the SFHA. There was also no written testimony received by the City. Almost all the properties in the SFHA are built out, and those that have structures inside the SFHA boundaries are able to do many kinds of maintenance on their properties, as shown in the proposed exemptions shown in Ordinance No. 1008 (**Exhibit D**), in section 6.3 (Activities Exempt from No Net Loss Standards). The property impacted the most is owned by the City, who has two parks (Riverfront & Eagle Parks) inside the SFHA zones. The City will need to meet its own standards for developing any structures, or impervious structures in these parks. Staff also met with owners and executive staff from Gheen Irrigation, who likely had the most impact on their property, as the boundaries include the northern portion of their northwest facility. In many cases, owners are still able to develop the way that they wish to, as long as they comply with the no net loss standards and protect all stormwater that is generated from impervious surfaces. That can include expanding areas that are accessible to fish, along with other remedies.

Finally, the City Council will find in the ordinance shown in **Exhibit D** that there is a repeal of HMC 15.20, Flood Damage Prevention. This is the old Flood Code, that should have been repealed when we adopted the new development code. When adopting new Legislative code, the City is required to hold two different public hearings. Both hearings are advertised and are designed to allow comments from the citizens in our community. The Harrisburg Planning Commission has recommended that the City Council adopt the amendment as it is proposed. The City Council has the ability to further modify the proposed code but is reminded that most of the regulatory changes can't be modified.

**CRITERIA AND FINDINGS OF FACT**

**HMC 19.35.030 – Criteria**

**Planning Commission review and recommendation, and City Council approval, of an ordinance amending the zoning map, development code, or comprehensive plan shall be based on all of the following criteria:**

- 1. If the proposal involves an amendment to the comprehensive plan, the amendment must be consistent with the Statewide planning goals and relevant Oregon administrative rules;**

**Discussion:** The City's Comprehensive Plan is based on the Statewide Planning Goals, as they are stated in Goals 5, 6, 8, 12 and 15. These are compatible with the City's Comprehensive plan, as well as the Statewide Planning Goals pursuant to OAR 660-030-0070. In addition, as per OAR 660-018-0022, the City submitted the change to

the DLCD a minimum of 35 days before holding the first evidentiary hearing on adoption of the proposed change.

**Finding:** As noted in the criteria, the proposed changes are consistent with Statewide Planning Goals, as well as OAR. **This criterion is met.**

**Harrisburg Comprehensive Plan Goals:** The City's Comprehensive Plan for Goals 1, 2, 5, 6, 7, 8, 12 and 15 are met by the adoption of this amendment.

**Goal 1: Citizen Involvement:**

**Discussion:** By sending letters and posting information on bulletin boards and on the website, the City is ensuring that citizens are all involved in phases of the planning process. Due process is met by scheduling and holding public hearings during both evidentiary meetings.

**Goal 2: Land Use:**

**Discussion:** The City is required to comply with Statewide Planning Goals, which are affected by this amendment. We are required to participate with other jurisdictions, which include state and federal agencies. We have met Statewide Planning Goals 5, 6, 8, 12 and 15.

**Goal 5: Open Spaces and Historical Areas, and Natural Resources:**

**Natural Resources:** *The natural resources of the Harrisburg Planning Area are important to the economic base of the City and affect the quality of life experienced by residents of the area. It is therefore essential that the natural resources of the Planning Area be inventoried and considered in the planning process. This section will discuss the following: surface water; groundwater; aggregate deposits; fish and wildlife habitat; and scenic resources.*

**Discussion:** In the Harrisburg Comprehensive Plan, Goal 5, Natural Resources, it's noted that the Willamette River is an important resource. The SFHA (Special Flood Hazard Area) is present in both the northwest corner and the southwest corner of town. The entirety of Eagle Park is inside the SFHA. Goal 5 calls for the conservation of open space and protection of natural and scenic resources. The park is completely open and natural space, while the lots that are in the northwest corner were built out before these FEMA (Federal Emergency Management Agency) SFHA areas were noted by the City.

There is a small area inside the city limits, that is in the SFHA zone, which is currently farmed. Agricultural activities may continue under the exemptions allowed in the proposed code. A personalized letter to Arel Farms was sent explaining the requirements that would apply to that property.

**Goal 6: Air, Water, and Land Resources Quality:**

**LCDC Goal #6 is:** *"To maintain and improve the quality of the air, water and land resources of the state". It requires that waste and process discharges do not threaten environmental quality standards.*

**Discussion:** Air, Water & Land Resources Quality is affected by the SFHA zone areas. SFHA areas often have drainage problems and aren't located in a good area for development. As noted already, homes were already present in the northwest corner of the City before the present elevations were changed in 2010. Conserving the Eagle Park area as open space and park land will allow for better water quality in the

Willamette River. The homes and the edge of two industrial buildings located in the NW corner of the SFHA are all connected to the City’s wastewater facility and therefore protect water quality resources. The areas of SFHA that are adjacent to the river are also covered by the Safe Harbor zone, Greenway, and are largely riparian in nature.

**Goal 7: Natural Hazards:**

*To protect life and property from natural disasters and hazards*

**Discussion:** The City has continued to participate in the FEMA Flood Insurance Program and actively coordinates with the County to maintain a disaster relief and evacuation plan. Limiting new development in the SFHA areas helps to protect life and property from natural hazards.

**Goal 8: Parks and Recreation Facilities**

**Discussion:** Parks and Recreation Facilities are present in both the NW corner of town, and in Eagle Park. The NW corner includes Riverfront Park property. The SFHA here also includes the playground equipment located at the end of 1<sup>st</sup> St and Territorial Street. Recreational uses in the SFHA are meeting the goals and implementation measures required by Goal 8. This includes ‘coordinating with lead agencies to provide public access to the Willamette River, and in trail development and facilities.

**Goal 12: Transportation**

*To provide and encourage a safe, convenient and economic transportation system.*

**Discussion:** The City acknowledges that in both park areas; bikes will frequently be used as well as pedestrian foot traffic. Streets bordering the Willamette River are already developed. The City doesn’t plan on paving the accessway into Eagle Park, but the graveled access drive located there is also an easement for farmers reaching the fields on the other side of the railroad tracks.

**Goal 15, Willamette Greenway**

*To protect, enhance and maintain the natural, scenic, historical, agricultural, economic and recreational qualities of lands along the Willamette River as the Willamette River Greenway.*

**Discussion:** The Greenway applies to both areas north and south of the City. Recreation is also applicable to both park locations. The City has recently completed an archeological site survey for Eagle Park, which is part of the Recreational Trail Program requirements, as it utilizes federal funding. Both parks preserve significant scenic, open and natural areas, which are also the most common areas of annual flooding by the Willamette River.

**Findings:** As proposed, the City has met 8 of the Goals of the Comprehensive Plan, which are based upon Statewide Land Use Planning Goals, as well as applicable OAR. As such, the Harrisburg SFHA Flood Hazard code amendment is consistent with the applicable policies of the City’s Comprehensive Plan. **The criteria are met.**

- 2. Applications for quasi-judicial amendments must conform to the regulatory policies of the comprehensive plan, in addition to the criteria in subsection (1) of this section.**

**Discussion:** This application is for a legislative amendment, rather than quasi-judicial. It does apply to all properties that are located inside of a SFHA according to FEMA. In Harrisburg, that is 35 lots, 15 of which are owned by the City. These lots largely consist of Riverfront Park and Eagle Park. Since there is not a quasi-judicial amendment, there are not additional criteria that must be conformed to and met.

**Finding: This criterion is not applicable.**

**3. Legislative amendments must be in the public interest with regard to community conditions; the proposal either responds to changes in the community, or it corrects a mistake or inconsistency in the current plan or code; and**

**Discussion:** The purpose of this amendment is to meet the requirements of the FEMA conditions in relation to the model flood code. FEMA has sent out notification to all cities that contain property located inside a SFHA that their flood code would need to be updated to include the standards for protection of SFHA floodplain functions, including maintaining a No Net Loss standard in those areas. The No Net Loss Standards applies to undeveloped spaces, trees, and stormwater management. There is also a riparian buffer zone that applies to properties in the SFHA but does not extend beyond the boundary edges of the SFHA. These conditions apply to any property located inside the SFHA. In Harrisburg, there are 35 tax lots that are in the SFHA, or that the SFHA boundary touches. 15 of these belong to the City, including right-of-way. Industrial businesses affected by this amendment are Knife River, Morse Bros (Some lots are still owned by the original corporation), and Gheen Irrigation. (Property owned by McCracken in the SFHA is only in the riparian zone part of the property.) A local farmer (Arel Farms) has a small section of the farm inside the City limits and remaining lots are zoned residential.

Knife River and Morse Bros own several large lots that are largely riparian in nature or include property/riverbanks adjacent to the Willamette River. The uses on these properties are already constricted by the three sections of code that the City is still required to have. Those include HMC 18.55.040 Greenway, 18.55.050 Safe Harbor Zone, and 18.55.060 Wetlands Protection. Anything adjacent to the river is affected by the code being amended, as well as those four overlay zones. Gheen Irrigation is somewhat more impacted due to the fact that their western facility is halfway in the SFHA zone. They will still be able to add to this structure on any part of the building located outside of the SFHA. Areas inside the SFHA are limited to only the exemptions that are located in section 6.3, Activities Exempt From No Net Loss Standards. All structures located inside the SFHA are legal, non-conforming after this code is amended.

Residential properties are affected by the same No Net Loss Standards. There are a handful of properties in which the SFHA barely touches their tax lot, and primarily, each are affected in the setback area. They will still be able to add onto their home, and develop their lot normally, if no impermeable surfaces are placed in the overlapping SFHA zone. Since they can't build in setback areas, they are barely affected.

All properties are able to make changes if they comply with the no net loss standards in Table 1. This shows that if a property adds, as an example, an impervious surface, that they must provide mitigation onsite at a 100% ratio. Mitigation off-site is allowed at 200% ratio. As an example, the City will be adding some pre-stress slabs donated by Knife River to some areas in Eagle Park. These will form the basis of ADA parking

spaces. There are several located adjacent to the planned playground area. Even though the park is located next to wetland areas, we can add a swale to the side of the playground. Doing so at the same square footage as the impermeable surfacing nearby will meet the 100% mitigation requirements. The swale will also pick up drainage from the higher areas located to the west. There are some very common-sense ways that Harrisburg will respond to some changes on property, which is important to our businesses and to our citizens.

Ultimately, the City must make these changes to our development code so that we don't lose grant funding that is provided by the federal government. More importantly, we place our citizens in jeopardy of receiving any kind of financial assistance if the City should have a declared disaster.

**Findings:** The amendment responds to changes in the community, or in this case, directives that are coming from FEMA itself that are unavoidable. **Therefore, the criteria is met.**

**4. All amendments must conform to the Oregon Transportation Planning Rule with regard to adequacy of the transportation system (OAR [660-012-060](#)). [Ord. 987 § 1 (Exh. A), 2022.]**

**Discussion:** The Flood Model Ordinance, and No Net Loss requirements do not affect any transportation systems in Harrisburg. City right-of-way areas that are inside the SFHA are existing impermeable structures. Section 6.3 allows for normal street, sidewalk, and road maintenance, and therefore, is not affected.

**Finding: This criterion is not applicable to the requested amendment.**

**CONCLUSIONS**

The City, as required by FEMA, requests approval of the proposed Flood Hazard Management Code, HMC 18.55.070 (LU 463-2025). As demonstrated by the above discussion, analysis and findings, the application complies with the applicable criteria from the Harrisburg Municipal Code. The Planning Commission has recommended that the City Council approve the amendment as proposed.

**CITY COUNCIL ACTION**

The City Council has three options with respect to the subject application. They can:

- 1. Approve the request;
- 2. Approve the request with amendments; or
- 3. Deny the request.

Based upon the criteria, discussion, and findings of facts above, Staff recommends that the City Council approve Ordinance No. 1008, which amends HMC 18.55.070, and repeals HMC 15.20. The motion is at the top of this staff report.

REVIEW AND APPROVAL:

A handwritten signature in blue ink, reading "Michele Eldridge".

Michele Eldridge 05.06.25  
City Administrator

Staff Report  
Harrisburg Planning Commission  
Harrisburg, Oregon

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**THE MATTER OF HOLDING A PUBLIC HEARING AND RECOMMENDING APPROVAL/AMENDMENT/DENIAL OF THE DRAFT AMENDMENT TO THE CITY OF HARRISBURG FLOOD HAZARD MANAGEMENT CODE, HMC 18.55.070 (LU 463-2025) TO THE CITY COUNCIL**

**STAFF REPORT EXHIBITS:**

- Exhibit A: Draft HMC 18.55
- Exhibit B: Land Use Application
- Exhibit C: Maps of SFHA Areas in Harrisburg

- 1. ACTION: MOTION TO APPROVE/APPROVE AS AMENDED/DENY THE RECOMMENDATION OF THE AMENDMENT TO THE CITY OF HARRISBURG FLOOD HAZARD MANAGEMENT CODE, HMC 18.55.070 (LU 463-2025) TO THE CITY COUNCIL. THIS MOTION IS BASED ON FINDINGS CONTAINED IN THE APRIL 8, 2025 STAFF REPORT, AND ON FINDINGS MADE DURING DELIBERATIONS ON THE REQUEST.**

**APPLICANT:** City of Harrisburg

**LOCATION:** All properties located in the Special Flood Hazard Zones

**HEARING DATE:** April 15, 2025

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**BACKGROUND**

The City of Harrisburg received an initial notice in August 2024 that the City would be required by FEMA to update our current Special Flood Hazard Management Code Standards. Code change requirements and language weren't shared with the City until October, when training was finally provided by FEMA. The Department of Land Conservation and Development (DLCD) also created a model ordinance, which was updated in November 2024. This was created to assist cities and counties with the requirements that apply to the special flood hazard areas. The official terminology for the changes are Pre-Implementation Compliance Measures, or PICM for short.

At the heart of this matter is that FEMA abruptly began requiring compliance measures in response to the biological opinion (BiOp) on how the National Flood Insurance



Program (NFIP) is complying with the Endangered Species Act (ESA.) A letter was sent to FEMA by both the Governor, and the Oregon delegation of Congress and Senate members asking them to pause work on the PICM requirements, and instead work on long term implementation of the BiOp, as well as asking them to meet with state agencies, such as the DLCD, and to work with them according to how our State governs land use. They asked them to find solutions in how to make this process work better for all the government agencies/bodies involved. The Planning Commission can find more information located at <https://www.oregon.gov/lcd/NH/Pages/NFIP.aspx>. Ultimately, FEMA rejected all of their requests, although it did ease up on the deadlines that had first been required.

The City provisionally joined other cities and counties in the northwestern part of the State of Oregon, which are opposed to the FEMA compliance standards. The Mayors Association also noted that FEMA is eager to shift the burden of following these standards to local governments, regardless of whether the new standards are working within Oregon policies and laws, and that there are no regulatory basis for the proposed requirements. FEMA responded that they are allowed to do this through the Code of Federal Regulations (CFR-Specifically, 44 CFR 60.3(a)(2)).

Unfortunately, ramifications of opposing these measures in Harrisburg would result in losing our Recreational Trails Project grant of \$150,000, as it is federally funded. The City was also notified that ultimately, disaster relief funding would not be applied to the City of Harrisburg and its citizens, unless we met with the compliance standards.

Cities were required to adopt three different pathways of compliance. One is to adopt the PICM model floodplain management ordinance that requires mitigation to a no net loss standard to aquatic species. The second was to review development proposals on a permit-by-permit basis to achieve no net loss standards, or the third option was to prohibit all new development in Special Flood Hazard Areas.

The City Council reviewed the choices available, and chose to adopt PICM Option 1, which adopts amendments to the flood hazard management code. This PICM must be in place until the release and implementation of the Final Implementation Plan, which is due in 2027. The choice of the City was conveyed by the deadline on December 1, and the City was then required to use the case-by-case methodology basis until the amended code was adopted. All cities must fully implement their chosen PICM option by July 31, 2025.

Most cities and counties in Oregon were delaying this process, just like Harrisburg, hoping for this process to be halted, due to changes in Washington DC, that had not yet occurred. Those have not yet materialized. The fact that our City could lose disaster aid during a major disaster is the most important element of why the City is proceeding with these changes. Luckily, the City can revert to it's original code if the requirements are ever reversed in the future, whether if required by the federal government, or if compelled to by current lawsuits against FEMA.

## INTRODUCTION

The model ordinance included a section of mitigation that Staff felt that was far too onerous for our citizens and businesses to implement. It was intimidating and seemed to require that an applicant obtain the services of professionals in the Environmental & Natural Resources profession. These professionals are hard to find, and are overworked. In addition, a study typically costs from \$10,000 to \$50,000. The changes that we felt would work best for Harrisburg are those shown in **Exhibit A**. This adopts some terminology and definitions for the new code provisions, and adds a new section, which adopts the no-net loss requirements. Those are located at the end of the amended code, and are entitled Standards for Protections of SFHA Floodplain Functions, (Page No. 26 of that section of packet).

The design of the City in relation to the Willamette River has been done really well over the decades. Most of the properties that are in the SFHA are located near the river, and almost all of them have been developed fully. Technically, 35 properties are affected by changes in the SFHA. The biggest property owner is the City of Harrisburg, due to Riverfront and Eagle Parks. Other properties, particularly those of Knife River/Morse Bros, were already constrained, due to the requirements of the Greenway Zone, Safe Harbor/Riparian Zones, and Wetland Protection code. Those overlay areas aren't being replaced by this amended code. As an example, property belonging to Life Bible, is located in the swales and forests next to the River; therefore, this code will not change anything for them, unless they want to provide access through the riparian forest and swale areas to the slough and river banks.

Section 6.3, located on Page 29, shows the normal exemptions to following the requirements of this zone. For example, normal maintenance projects are still allowed, such as changing siding, or reroofing a home. Normal street projects are allowed. Routine agricultural practices are still allowed, provided spoils are removed from SFHA areas, or are tilled into fields as a soil amendment. Routine silviculture practices are also allowed. Normal maintenance of above ground utilities and facilities, and streets are also allowed.

The main standards are applicable to **undeveloped spaces on properties**, and ONLY where the Special Flood Hazard Areas are located on properties. Also, developing space isn't completely halted, but property owners do have to follow the requirements of the code. For instance, the City will be compensating for some loss of habitat by creating a swale in Eagle Park that will double the size of the property that is being developed. Trees that are more than 6-inches dbh may not be removed, unless they are hazard trees. If a property owner needs to remove them, they can add back in 3 trees for every 1 removed. Table No. 1, located on Page 30, shows the ratio required. There are special provisions for stormwater management in these zones, which reflect the changes that DEQ already requires of the City. There is a Riparian buffer Zone as well, which is larger than the regular Riparian area requirements. Luckily, these areas do not continue past the boundaries of the SFHA. The actual riparian area from top of bank, does continue out the full length as required by code.

When adopting new Legislative code, the City is required to hold two different public hearings. Both hearings are advertised and are designed to allow comments from the citizens in our community. If there is formal testimony, the Planning Commission can determine if it warrants any amendments to the proposed code. However, in this case, the Planning Commission is cautioned that there are many of these code requirements that we can't avoid.

## **CRITERIA AND FINDINGS OF FACT**

### **HMC 19.35.030 – Criteria**

**Planning Commission review and recommendation, and City Council approval, of an ordinance amending the zoning map, development code, or comprehensive plan shall be based on all of the following criteria:**

- 1. If the proposal involves an amendment to the comprehensive plan, the amendment must be consistent with the Statewide planning goals and relevant Oregon administrative rules;**

**Discussion:** The City's Comprehensive Plan is based on the Statewide Planning Goals, as they are stated in Goals 5, 6, 8, 12 and 15. These are compatible with the City's Comprehensive plan, as well as the Statewide Planning Goals pursuant to OAR 660-030-0070. In addition, as per OAR 660-018-0022, the City submitted the change to the DLCDD a minimum of 35 days before holding the first evidentiary hearing on adoption of the proposed change.

**Finding:** As noted in the criteria, the proposed changes are consistent with Statewide Planning Goals, as well as OAR . **This criteria is met.**

**Harrisburg Comprehensive Plan Goals:** The City's Comprehensive Plan for Goals 1, 2, 5, 6, 7, 8, 12 and 15 are met by the adoption of this amendment.

#### **Goal 1: Citizen Involvement:**

**Discussion:** By sending letters, and posting information on bulletin boards and on the website, the City is ensuring that citizens are all involved in phases of the planning process. Due process is met by scheduling and holding public hearings during both evidentiary meetings.

#### **Goal 2: Land Use:**

**Discussion:** The City is required to comply with Statewide Planning Goals, which are affected by this amendment. We are required to participate with other jurisdictions, which include state and federal agencies. We have met Statewide Planning Goals 5, 6, 8, 12 and 15.

### **Goal 5: Open Spaces and Historical Areas, and Natural Resources:**

**Natural Resources:** *The natural resources of the Harrisburg Planning Area are important to the economic base of the City and affect the quality of life experienced by residents of the area. It is therefore essential that the natural resources of the Planning Area be inventoried and considered in the planning process. This section will discuss the following: surface water; groundwater; aggregate deposits; fish and wildlife habitat; and scenic resources.*

**Discussion:** In the Harrisburg Comprehensive Plan, Goal 5, Natural Resources, it's noted that the Willamette River is an important resource. The SFHA (Special Flood Hazard Area) is present in both the northwest corner and the southwest corner of town. The entirety of Eagle Park is inside the SFHA. Goal 5 calls for the conservation of open space and protection of natural and scenic resources. The park is completely open and natural space, while the lots that are in the northwest corner were built out before these FEMA (Federal Emergency Management Agency) SFHA areas were noted by the City.

There is a small area inside the city limits, that is in the SFHA zone, which are currently farmed. Agricultural activities may continue under the exemptions allowed in the proposed code.

### **Goal 6: Air, Water, and Land Resources Quality:**

*LCDC Goal #6 is: "To maintain and improve the quality of the air, water and land resources of the state". It requires that waste and process discharges do not threaten environmental quality standards.*

**Discussion:** Air, Water & Land Resources Quality is affected by the SFHA zoned areas. SFHA areas often have drainage problems, and aren't located in a good areas for development. As noted already, homes were already present in the northwest corner of the City before the present elevations were changed in 2010. Conserving the Eagle Park area as open space and park land will allow for better water quality in the Willamette River. The homes and the edge of two industrial buildings located in the NW corner of the SFHA are all connected to the City's wastewater facility, and therefore are protecting water quality resources. The areas of SFHA that are adjacent to the river, are also covered by the Safe Harbor zone, Greenway, and are largely riparian in nature.

### **Goal 7: Natural Hazards:**

*To protect life and property from natural disasters and hazards*

**Discussion:** The City has continued to participate in the FEMA Flood Insurance Program, and actively coordinates with the County to maintain a disaster relief and evacuation plan. Limiting development in the SFHA areas helps to protect life and property from natural hazards.

## Goal 8: Parks and Recreation Facilities

**Discussion:** Parks and Recreation Facilities are present in both the NW corner of town, and in Eagle Park. The NW corner includes Riverfront Park property. The SFHA here also includes the playground equipment located at the end of 1<sup>st</sup> St and Territorial Street. Recreational uses in the SFHA are meeting the goals and implementation measures required by Goal 8. This includes ‘coordinating with lead agencies to provide public access to the Willamette River, and in trail development and facilities’.

## Goal 12: Transportation

*To provide and encourage a safe, convenient and economic transportation system.*

**Discussion:** The City acknowledges that in both park areas, bikes will frequently be used as well as pedestrian foot traffic. Streets bordering the Willamette River are already developed. The City doesn’t plan on paving the accessway into Eagle Park, but the graveled access drive located there is also an easement for farmers reaching the fields on the other side of the railroad tracks.

## Goal 15, Willamette Greenway

*To protect, enhance and maintain the natural, scenic, historical, agricultural, economic and recreational qualities of lands along the Willamette River as the Willamette River Greenway.*

**Discussion:** The Greenway applies to both areas north and south of the City. Recreation is also applicable to both park locations. The City has recently completed an archeological site survey for Eagle Park, which is part of the Recreational Trail Program requirements, as it utilizes federal funding. Both parks preserve significant scenic, open and natural areas, which are also the most common areas of annual flooding by the Willamette River.

**Findings:** As proposed, the City has met 8 of the Goals of the Comprehensive Plan, which are based upon Statewide Land Use Planning Goals, as well as applicable OAR. As such, the Harrisburg SFHA Flood Hazard code amendment is consistent with the applicable policies of the City’s Comprehensive Plan. **The criteria is met.**

## 2. Applications for quasi-judicial amendments must conform to the regulatory policies of the comprehensive plan, in addition to the criteria in subsection (1) of this section;

**Discussion:** This application is for a legislative amendment, rather than quasi-judicial. It does apply to all properties that are located inside of a SFHA according to FEMA. In Harrisburg, that is 35 lots, 15 of which are owned by the City. These lots largely consist of Riverfront Park and Eagle Park. Since there is not a quasi-judicial amendment, there are not additional criteria that must be conformed to and met.

**Finding:** This criteria is not applicable.

3. **Legislative amendments must be in the public interest with regard to community conditions; the proposal either responds to changes in the community, or it corrects a mistake or inconsistency in the current plan or code; and**

**Discussion:** The purpose of this amendment is to meet the requirements of the FEMA conditions in relation to the model flood code. FEMA has sent out notification to all cities that contain property located inside a SFHA that their flood code would need to be updated to include the standards for protection of SFHA floodplain functions, including maintaining a No Net Loss standard in those areas. The No Net Loss Standards applies to undeveloped spaces, trees, and stormwater management. There is also a riparian buffer zone that applies to properties in the SFHA, but does not extend beyond the boundary edges of the SFHA. These conditions apply to any property located inside the SFHA. In Harrisburg, there are 35 tax lots that are located in the SFHA, or that the SFHA boundary touches. 15 of these belong to the City, including right-of-way. Industrial businesses affected by this amendment are Knife River, Morse Bros (Some lots are still owned by the original corporation), and Gheen Irrigation. (Property owned by McCracken in the SFHA is only in the riparian zoned part of the property.) A local farmer (Arel Farms) has a small section of the farm inside the City limits, and remaining lots are zoned residential.

Knife River and Morse Bros own several large lots that are largely riparian in nature, or include property/riverbanks adjacent to the Willamette River. The uses on these properties are already constricted by the three sections of code that the City is still required to have. Those include HMC 18.55.040 Greenway, 18.55.050 Safe Harbor Zone, and 18.55.060 Wetlands Protection. Anything adjacent to the river is affected by the code being amended, as well as those four overlay zones. Gheen Irrigation is somewhat more impacted due to the fact that their western most facility is halfway in the SFHA. They will still be able to add on to this structure on any part of the building located outside of the SFHA. Area's inside the SFHA are limited to only the exemptions that are located in section 6.3, Activities Exempt From No Net Loss Standards. All structures located inside the SFHA are legal, non-conforming after this code is amended.

Residential properties are affected by the same No Net Loss Standards. There are a handful of properties in which the SFHA barely touches their tax lot, and primarily, each are affected in the setback area. They will still be able to add onto their home, and develop their lot normally, as long as no impermeable surfaces are placed in the overlapping SFHA zone. Since they aren't able to build in setback areas, they are barely affected.

All properties are able to make changes, as long as they comply with the no net loss standards in Table 1. This shows that if a property adds, as an example, an impervious surface, that they must provide mitigation onsite at a 100% ratio. Mitigation off-site, is allowed at 200% ratio. As an example; the City will be adding some pre-stress slabs donated by Knife River to some areas in Eagle Park. These will form the basis of ADA

parking spaces. There are several located adjacent to the planned playground area. Even though the park is located next to wetland areas, we can add a swale to the side of the playground. Doing so at the same square footage as the impermeable surfacing nearby, will meet the 100% mitigation requirements. The swale will also pick up drainage from the higher areas located to the west. There are some very common sense ways that Harrisburg will respond to some changes on property, which is important to our businesses and to our citizens.

Ultimately, the City must make these changes to our development code so that we don't lose grant funding that is provided by the federal government. More importantly, we place our citizens in jeopardy of receiving any kind of financial assistance if the City should have a declared disaster.

**Findings:** The amendment responds to changes in the community, or in this case, directives that are coming from FEMA itself that are unavoidable. **Therefore, the criteria is met.**

**4. All amendments must conform to the Oregon Transportation Planning Rule with regard to adequacy of the transportation system (OAR [660-012-060](#)). [Ord. 987 § 1 (Exh. A), 2022.]**

**Discussion:** The Flood Model Ordinance, and No Net Loss requirements do not affect any transportation systems in Harrisburg. City right-of-way areas that are inside the SFHA are existing impermeable structures. Section 6.3 allows for normal street, sidewalk, and road maintenance, and therefore, is not affected.

**Finding:** This criteria is not applicable to the requested amendment.

## CONCLUSIONS

The City, as required by FEMA, requests approval of the proposed Flood Hazard Management Code, HMC 18.55.070 (LU 463-2025). As demonstrated by the above discussion, analysis and findings, the application complies with the applicable criteria from the Harrisburg Municipal Code.

## PLANNING COMMISSION ACTION

The Planning Commission has three options with respect to the subject applications. They can:

1. Approve the request;
2. Approve the request with amendments; or
3. Deny the request.

Based upon the criteria, discussion, and findings of facts above, Staff suggests that the Planning Commission recommend the approval of the amendment to the Harrisburg



Flood Hazard Management Code, HMC 18.55.070 (LU 463-2025) Because this is a legislative amendment, the motion can only recommend an action to the City Council. Only the City Council can adopt the actual code amendments. There is therefore no appeal that will apply to this Planning Commission recommendation. The City Council will consider the recommendation provided by the Planning Commission at the meeting scheduled for May 13, 2025. The motions are located at the top of this staff report.

Exhibit A - PC Meeting Staff Report



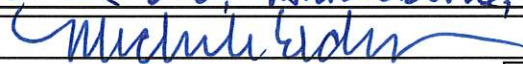
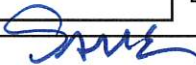
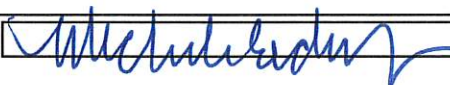
City of Harrisburg  
120 Smith Street  
Harrisburg, OR 97446  
Phone (541) 995-6655  
[www.ci.harrisburg.or.us/planning](http://www.ci.harrisburg.or.us/planning)

## LAND USE APPLICATION

| STAFF USE ONLY |                     |
|----------------|---------------------|
| File Number:   | <u>LU 4103-2025</u> |
| Date Received: | <u>2-10-25</u>      |
| Fee Amount:    |                     |

| APPLICATION TYPE  |  |
|---|--|
| <input type="checkbox"/> Annexation*                      | <input type="checkbox"/> Property Line Adjustment                    |
| <input type="checkbox"/> Comprehensive Plan Amendment*    | <input type="checkbox"/> Partition/Replat*      Minor      Major     |
| <input type="checkbox"/> Conditional Use Permit*          | <input type="checkbox"/> Site Plan Review*                           |
| <input type="checkbox"/> Historic Permit*                 | <input type="checkbox"/> Site Plan Review – Parking Only             |
| <input type="checkbox"/> Resource Alteration              | <input type="checkbox"/> Subdivision/Replat*                         |
| <input type="checkbox"/> Resource Demolition              | <input type="checkbox"/> Vacation of street, alley or easement       |
| <input type="checkbox"/> Historic Review – District       | <input type="checkbox"/> Variance*                                   |
| <input type="checkbox"/> Legal Lot Determination          | <input type="checkbox"/> Zone Map Change*                            |
| *A Pre-Application Conference with City Staff is Required |  |
|   | <input checked="" type="checkbox"/> Zoning Ordinance Text Amendment* |

| PLEASE PROVIDE A BRIEF SUMMARY OF THE PROPOSAL |  |
|--|--|
| Project Description                            | <p>THE CITY IS AMENDING HMC 18.50.070 FLOOD HAZARD MGMT.... IN ORDER TO ACCOUNT FOR THE FEMA REQUIREMENTS IN RELATION TO PCM OPTION NO. 1</p> <p>THIS WILL AMEND OR FLOOD CODE THAT WAS LAST UPDATED IN 2022</p> |
| Project Name                                   | <p>HSBG FLOOD ORD AMENDMENT-HMC 18.50.070</p>  |

| PRIMARY CONTACT AND OWNER INFORMATION   |  |
|---|--|
| Applicant's Name  | MICHELLE ELDRIQUE  |
| Phone   | 911-995-2200   |
| Email   | MELDRIQUE@CI.HARRISBURG.02.US  |
| Mailing Address   | P.O. Box 378, Harrisburg, OR 97446   |
| Applicant's Signature   |  |
| Date  | 2-10-25  |
| Property Owner Name   | CITY OF HARRISBURG   |
| Phone   |  |
| Email   |  |
| Mailing Address   |   |
| Owner Signature   |   |
| Date  | 2-10-25  |
| *If more than one property owner is involved, provide a separate attachment listing each owner or legal representative and their signature. |  |

| PROPERTY DESCRIPTION<br>(general vicinity, side of street, distance to intersection, etc.)   |   |
|--|---|
| Street Address   | N/A   |
| General Location Description   | LEGISLATIVE CODE BELONGS TO THE ENTIRE CITY |
| Assessor's Map Number(s)   | Related Tax Lot(s)                          |
| Map #  | Tax Lot(s) #                                |
| 15804W   | N/A   |
| The Assessor's Map Number (Township, Section and Range) and the Tax Lot Number (parcel) can be found on your tax statement, at the Linn County Assessor's Office, or online at <a href="http://linn-web.co.linn.or.us/propertywebquerypublic/">http://linn-web.co.linn.or.us/propertywebquerypublic/</a> |   |
| Lot Area   | N/A   |



### LAND USE AND OVERLAY ZONES

Existing Zone(s) SEHA IS IN PUZ, R-2, M-2

Existing Comprehensive Plan Designation(s) SAME

Please select any of the following zone overlays or natural areas that apply to the subject site:

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Historic Overlay   | <input checked="" type="checkbox"/> Willamette River Greenway | <input checked="" type="checkbox"/> Floodplain |
| <input type="checkbox"/> Riparian Corridors | <input checked="" type="checkbox"/> Wetlands                  |  |

\*Please include a discussion in the project narrative indicating how these overlays affect your proposal. For more information about any of these overlays, please contact the City Planner at (541) 995-6655.

### CHECK THE BOX NEXT TO INCLUDED EXHIBITS

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Narrative* (address all applicable HMC review criteria) | <input type="checkbox"/> Architectural Elevations        |
| <input type="checkbox"/> Assessor's Map with Applicable Tax Lots Highlighted                | <input type="checkbox"/> Architectural Floor Plans       |
| <input type="checkbox"/> Site Plan  | <input type="checkbox"/> Utilities Plan                  |
| <input type="checkbox"/> Survey / ALTA  | <input type="checkbox"/> Geotechnical Report/Site        |
| <input type="checkbox"/> Aerial Photograph / Existing Land Use(s) Map                       | <input type="checkbox"/> Assessment                      |
| <input type="checkbox"/> Zoning Map (if applicable, show proposed change(s))                | <input type="checkbox"/> Electronic Versions of Exhibits |
| <input type="checkbox"/> Comprehensive Plan Map(s) (if applicable, show proposed changes))  | <input type="checkbox"/> Application Fee                 |
| <input type="checkbox"/> Subdivision or Partition Plat                                      | <input checked="" type="checkbox"/> Other                |

\*A written narrative is required for all application types. Typical drawings sizes are 24"X36", 11"X17", or 8.5"X11". Sizes of required drawings will depend on the type and scope of applications involved. Contact the City Planner to verify requirements. On your plans, include the following: property lines, points of access for vehicles, pedestrians, and bicycles, water courses, any natural features (wetlands, floodplain, etc.), existing and proposed streets and driveways, parking areas, utilities, pedestrian and bike paths, and existing easements. Please note there are additional specific graphic and narrative requirements for each application type. Refer to the Harrisburg Municipal Code for more information.

A Pre-application Conference is Required with City Staff prior to turning in your land use application. Please contact the City Administrator, or City Recorder/Assistant City Administrator to make an appointment. Date of Appointment: N/A

| PLEASE TELL US MORE ABOUT THE PROPOSAL AND ITS SITE  |   |   |
|--|---|---|
| 1.   | Are there existing structures on the site? <input checked="" type="radio"/> Yes <input type="radio"/> No  | If yes, please explain  |
| STRUCTURES IN RESIDENTIAL ZONE & INDUSTRIAL PRE-DATE SFHA KNOWLEDGE                                |   |   |
| 2.   | Indicate the uses proposed and describe the intended activities:  |   |
| THE CHANGES WILL SETUP A NO-NET LOSS ENVIRONMENT AS REQUIRED BY FEMA                               |   |   |
| 3.   | How will open space, common areas and recreational facilities be maintained?  |   |
| THEY WILL BE MAINTAINED AS THEY ARE NOW  |   |   |
| 4.   | Are there previous land use approvals on the development site? <input checked="" type="radio"/> Yes <input type="radio"/> No                                  | If yes, please include a discussion in the project narrative describing how the prior approvals impact your proposal. |
| NONE OF THE LAND USES EMPLOYED IN THE PAST WILL HAVE ANY BEARING ON THESE LEGISLATIVE REQUIREMENTS |   |   |
| 5.   | Have you reviewed the Oregon Fire Code Applications Guide in relation to your land use request? <input checked="" type="radio"/> Yes <input type="radio"/> No | Do you have questions about any element of these requirements? If yes, please explain:                                |
|  |   |   |

| AUTHORIZATION FOR STAFF & DECISION MAKERS TO ENTER LAND   |
|---|
| City staff, Planning Commissioners, and City Councilors are encouraged to visit the sites of proposed developments as part of their review of specific land use applications. Decision maker site visits are disclosed through the public hearing process. Please indicate below whether you authorize City staff and decision makers to enter onto the property(-ies) associated with this application as part of their site visits. |
| <input checked="" type="checkbox"/> I authorize City staff and decision makers to enter onto the property(-ies) associated with this application.   |
| <input type="checkbox"/> I do not authorize City decision makers to enter onto the property(-ies) associated with this application.   |

### **19.35.030 Criteria.**

City of Harrisburg Narrative for Legislative Amendment Hearings:

**Planning Commission review and recommendation, and City Council approval, of an ordinance amending the zoning map, development code, or comprehensive plan shall be based on all of the following criteria:**

- 1. If the proposal involves an amendment to the comprehensive plan, the amendment must be consistent with the Statewide planning goals and relevant Oregon administrative rules;**

The City's Comprehensive Plan is based on the Statewide Planning Goals, as they are stated in Goals 5, 6, 8, 12, and 15. These are compatible with the City's Comprehensive plan, as well as the Statewide Planning Goals pursuant to OAR 660-030-0070. In addition, as per OAR 660-018-0022, the City submitted the change to the DLCD a minimum of 35 days before holding the first evidentiary hearing on adoption of the proposed change.

In the Harrisburg Comprehensive Plan, Goal 5, Natural Resources, it's noted that the Willamette River is an important resource. The SFHA (Special Flood Hazard Area) is present in both the northwest corner and the southwest corner of town. The entirety of Eagle Park is inside the SFHA. Goal 5 calls for the conservation of open space and protection of natural and scenic resources. The park is completely open and natural space, while the lots that are in the northwest corner were built out before these FEMA (Federal Emergency Management Agency) SFHA areas were noted by the City.

Goal 6, Air, Water & Land Resources Quality is also involved. SFHA areas often have drainage problems, and tend to not be located in a good area for development. As noted already, homes were already present in the northwest corner of the City before the present elevations were changed in 2010. Conserving the Eagle Park area as open space and park land will allow for better water quality in the Willamette River. The homes and the edge of two industrial buildings located in the NW corner of the SFHA are all connected to the City's wastewater facility.

Goal 8 Parks and Recreation Facilities are present in both the SW corner of town, and in Eagle Park. The NW corner includes property that is considered Riverfront Park property. The SFHA here also includes the playground equipment located at the end of 1<sup>st</sup> St and Territorial Street.

In Goal 12, Transportation, the City acknowledges that in both park areas, bikes will frequently be used, as well as pedestrian foot traffic.

Goal 15, Willamette Greenway applies to both areas north and south of the City. Recreation is also applicable to both park locations. The City is undergoing an archeological site survey for Eagle Park, which is part of the Recreational Trail Program requirements, as it utilizes federal funding. Both parks preserve significant scenic and natural areas, which are also the most common areas of annual flooding. A portion of an existing manufacturing facility is inside the SFHA, and most buildings were added before the SFHA elevations were changed.

The City has met 5 of the Goals of the Comprehensive Plan, which are based upon Statewide Land Use Planning Goals, as well as applicable OAR. As such, the criteria has been met.

**2. Applications for quasi-judicial amendments must conform to the regulatory policies of the comprehensive plan, in addition to the criteria in subsection (1) of this section;**

This application is for a legislative amendment, rather than quasi-judicial. It does apply to all properties that are located inside of a SFHA according to FEMA. In Harrisburg, that is 10 lots, 2 of which are owned by the Tax Payers, and are represented by Riverfront Park and Eagle Park. Since there is not a quasi-judicial amendment, there are not additional criteria that must be conformed to and met. This criteria is not applicable.

**3. Legislative amendments must be in the public interest with regard to community conditions; the proposal either responds to changes in the community, or it corrects a mistake or inconsistency in the current plan or code; and**

The purpose of this amendment is to meet the requirements of the FEMA conditions in relation to the model flood code. FEMA has sent out notification to all cities that contain property located inside a SFHA that their flood code would need to be updated to include the standards for protection of SFHA floodplain functions, including maintaining a No Net Loss standard in those areas. The No Net Loss Standards applies to undeveloped spaces, trees, and stormwater management. There is also a riparian buffer zone that applies to properties in the SFHA. These conditions apply to any property located inside the SFHA. In Harrisburg, there are 11 properties that are located in the SFHA, or that the SFHA boundary touches. Three of the properties are owned by the City; two are owned by industrial manufacturers, and the remaining properties are residentially owned. The City must make these changes to our development code so that we don't lose grant funding that is provided by the federal government. The proposal thus responds to changes in the community, or in this case, directives that are coming from FEMA itself. Therefore, the criteria is met.

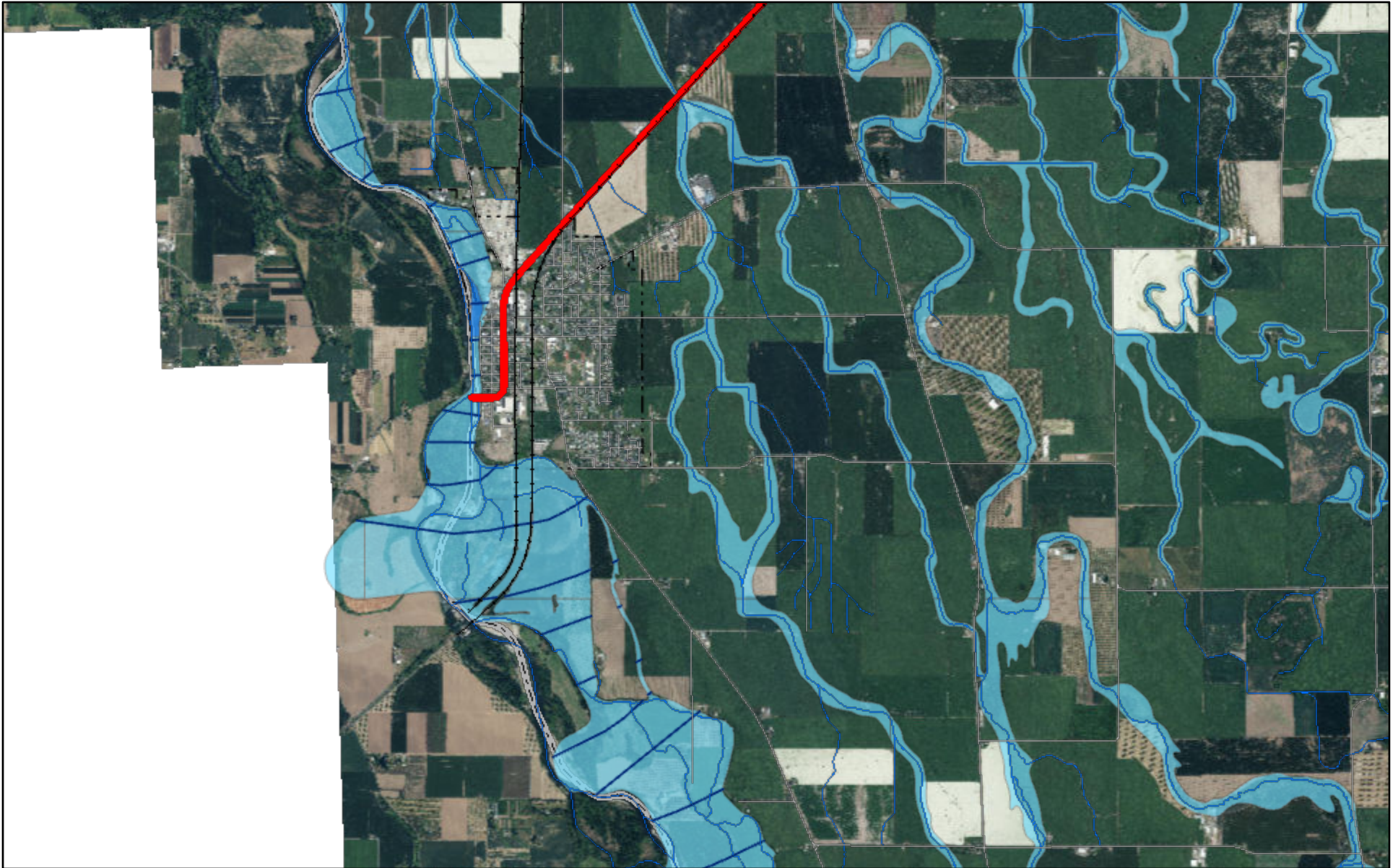
**4. All amendments must conform to the Oregon Transportation Planning Rule with regard to adequacy of the transportation system (OAR [660-012-060](#)). [Ord. 987 § 1 (Exh. A), 2022.]**

The Flood Model Ordinance, and No Net Loss requirements do not affect any transportation systems in Harrisburg. This criteria is not applicable to the requested amendment.



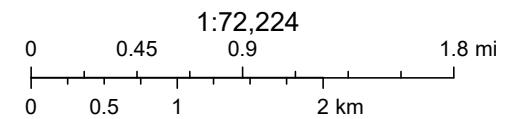
# Harrisburg SFHA Zones

1.



4/9/2025, 2:48:37 PM

- Railways
- Roads
- City Limits
- Highways
- Streams
- County Boundary



Map created using the Linn County Oregon web mapping

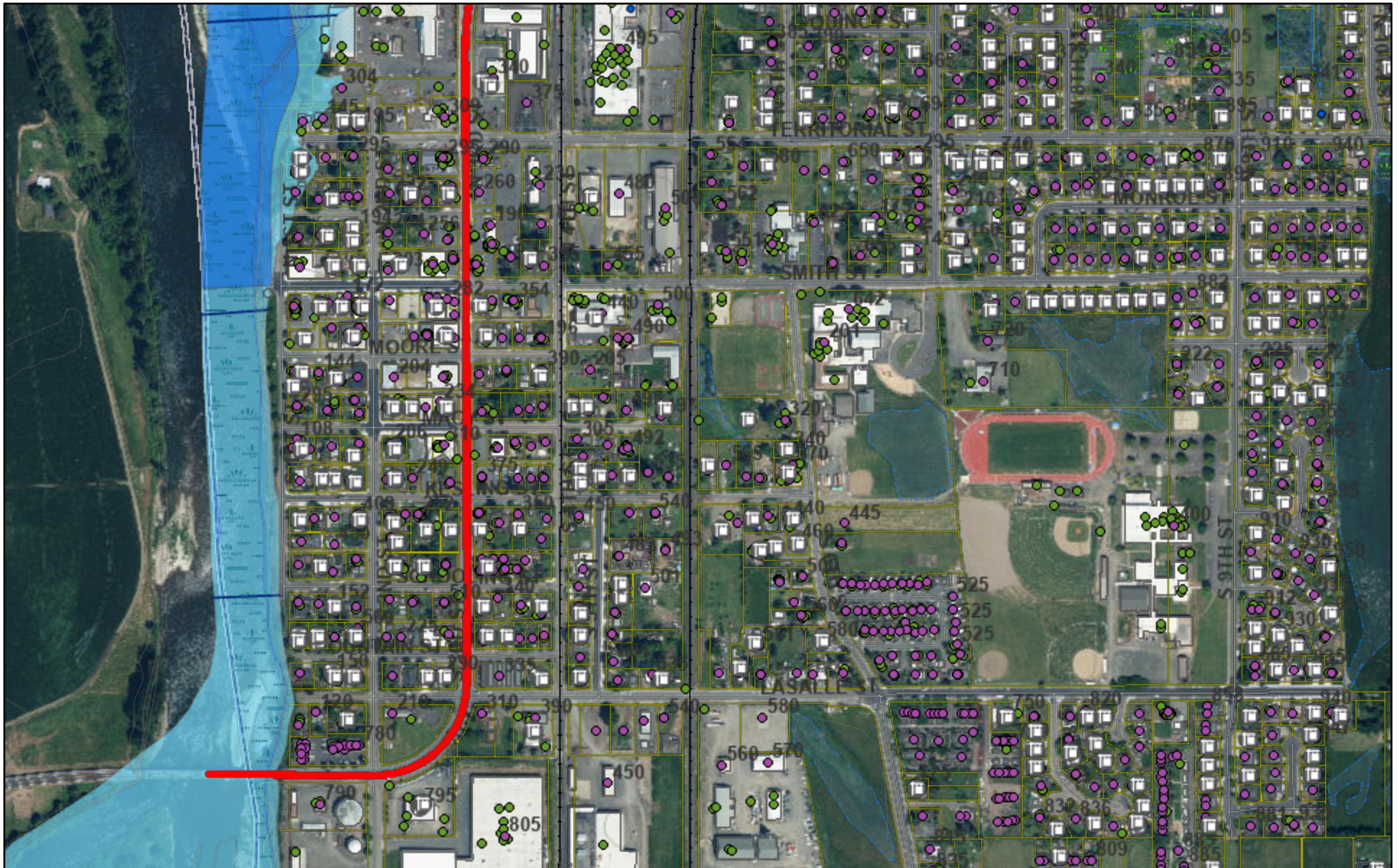
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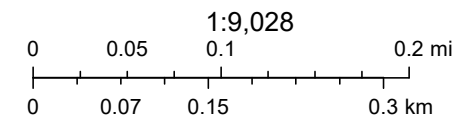


# Flood Zone - West City boundary

1.



2/11/2025, 8:50:46 AM



Linn County GIS, City of Albany, City of Brownsville, City of Galesburg, City of Halsey, City of Harrisburg, City of Idanha, City of Lebanon, City of

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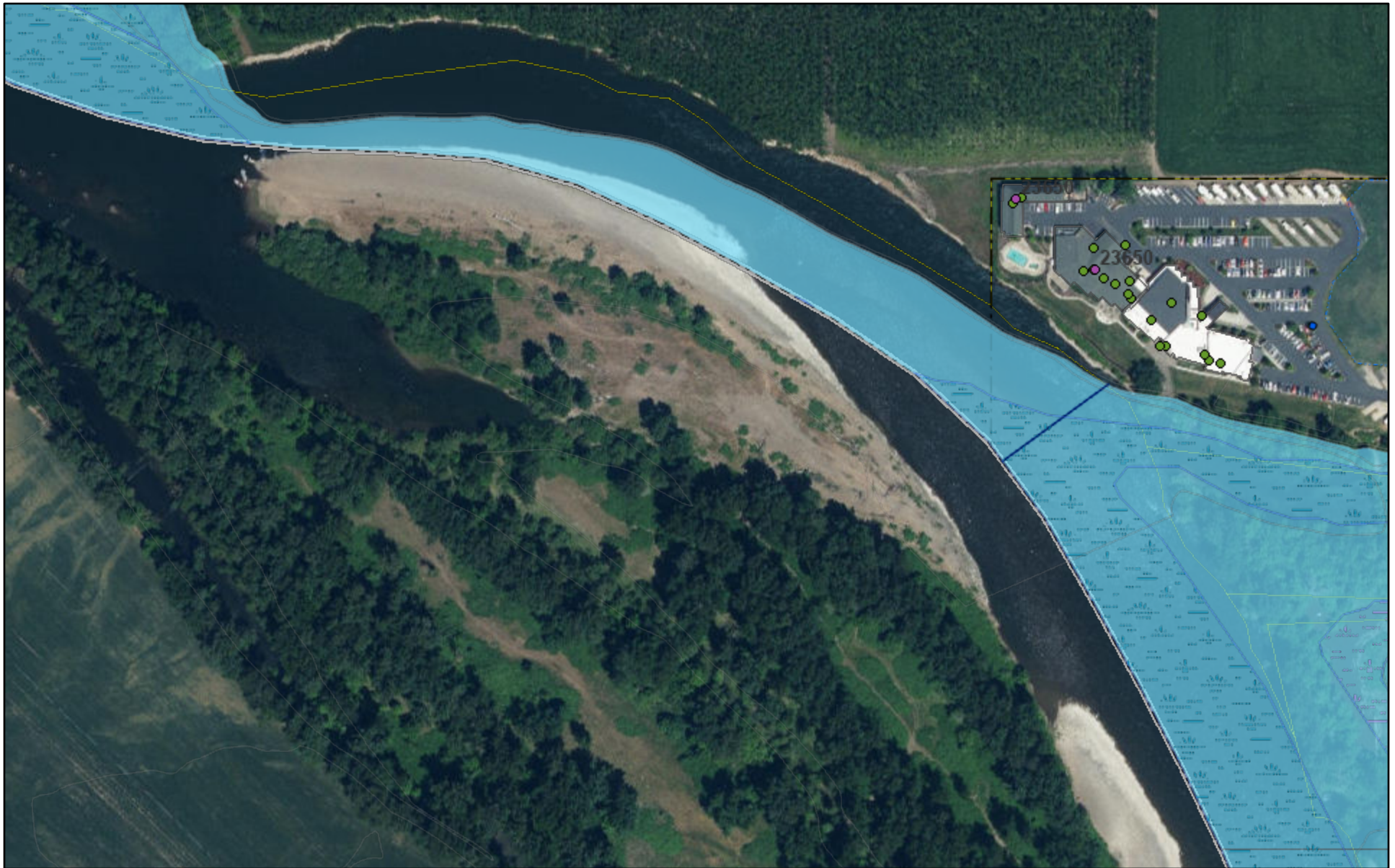




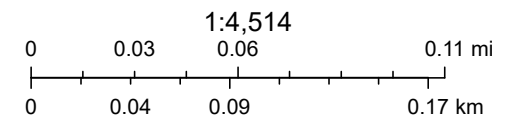
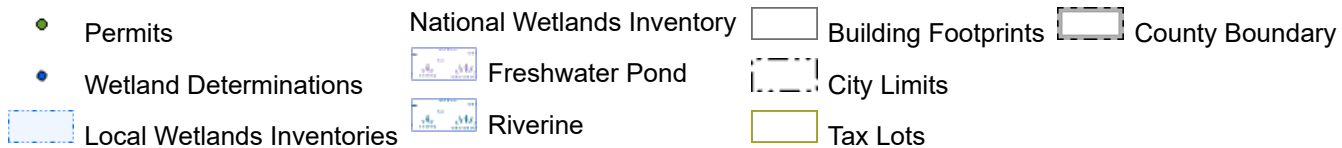


# Harrisburg Flood Zone Areas -River Bank North with Life Bible FEMA AE Only

1.



2/10/2025, 3:24:16 PM



Linn County GIS, City of Albany, City of Brownsville, City of Gates, City of Halsey, City of Harrisburg, City of Idanha, City of Lebanon, City of

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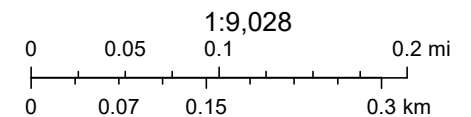


# Harrisburg Flood Zone Areas -Riverbank North

1.



2/10/2025, 2:47:59 PM



Linn County GIS, City of Albany, City of Brownsville, City of Gates, City of Halsey, City of Harrisburg, City of Idanha, City of Lebanon, City of

Map created using the Linn County Oregon web mapping

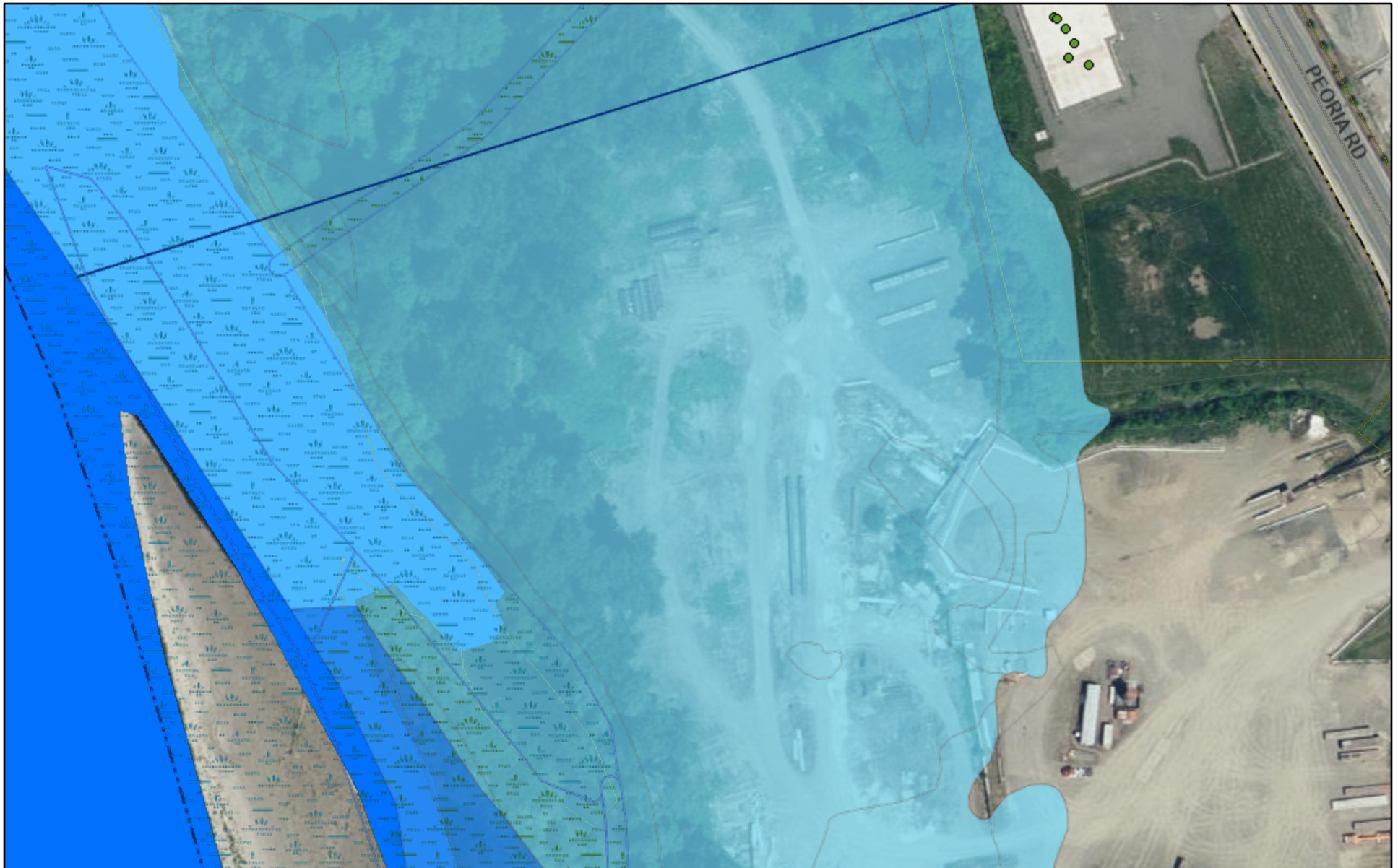
Page 30

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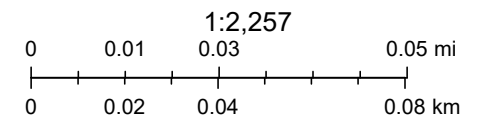
# Harrisburg Flood Zone Areas - Gheen and Knife River North

1.



2/10/2025, 2:46:16 PM

- Permits
- Roads
- National Wetlands Inventory
- Waterbodies
- City Limits
- County Boundary
- Tax Lots
- Freshwater Forested/Shrub Wetland



Linn County GIS, City of Albany, City of Brownsville, City of Gates, City of Halsey, City of Harrisburg, City of Idanha, City of Lebanon, City of

Map created using the Linn County Oregon web mapping



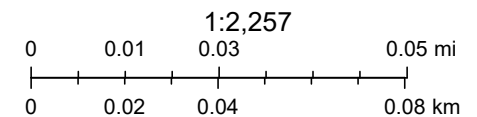
# Harrisburg Flood Zone Areas - Territorial North-Gheen

1.



2/10/2025, 2:44:22 PM

- |          |                                   |                     |                 |
|----------|-----------------------------------|---------------------|-----------------|
| Sales    | Local Wetlands Inventories        | Riverine            | Waterbodies     |
| Permits  | National Wetlands Inventory       | Building Footprints | County Boundary |
| Highways | Freshwater Forested/Shrub Wetland | City Limits         |                 |
| Roads    | Freshwater Pond                   | Tax Lots            |                 |



Linn County GIS, City of Albany, City of Brownsville, City of Galesburg, City of Halsey, City of Harrisburg, City of Idanha, City of Lebanon, City of

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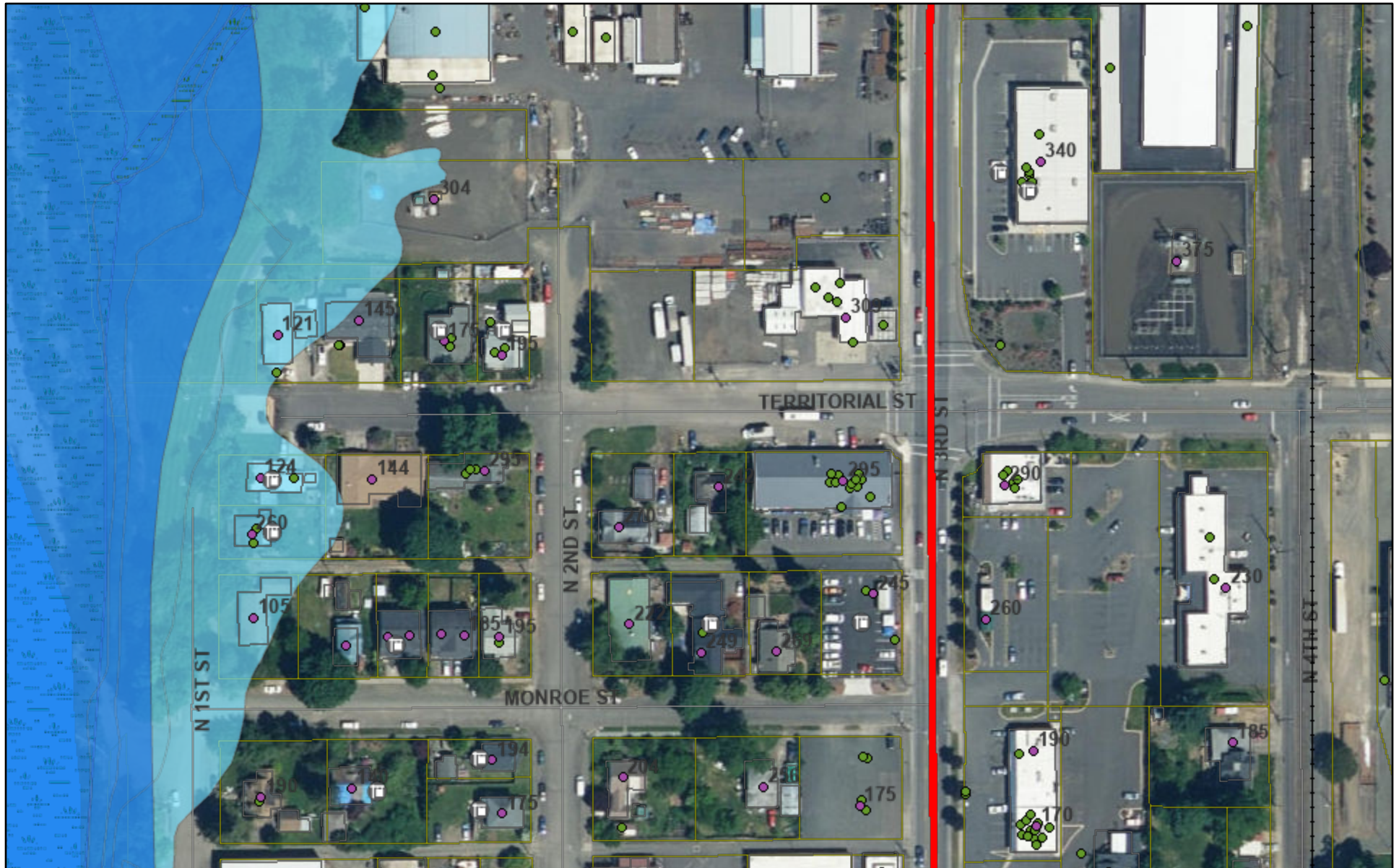
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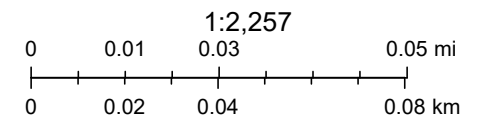
# Harrisburg Flood Zone Areas - Showing Monroe and North Photos

1.



2/10/2025, 2:42:38 PM

- |          |                                   |                     |                 |
|----------|-----------------------------------|---------------------|-----------------|
| Sales    | Roads                             | Riverine            | Waterbodies     |
| Permits  | National Wetlands Inventory       | Building Footprints | County Boundary |
| Railways | Freshwater Forested/Shrub Wetland | City Limits         |                 |
| Highways | Freshwater Pond                   | Tax Lots            |                 |



Linn County GIS, City of Albany, City of Brownsville, City of Galesburg, City of Halsey, City of Harrisburg, City of Idanha, City of Lebanon, City of

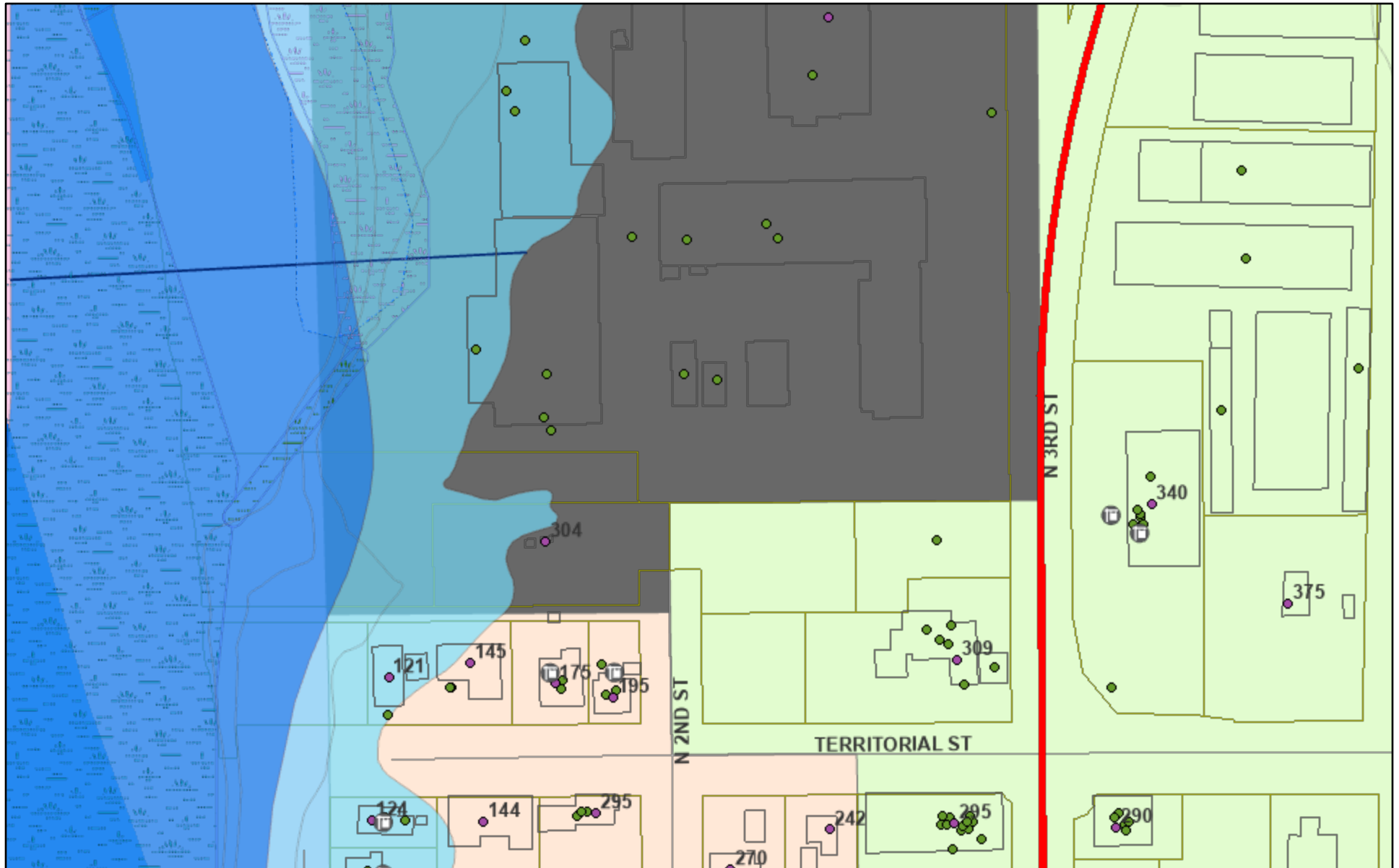
Map created using the Linn County Oregon web mapping

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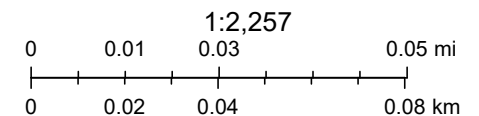
# Harrisburg Flood Zone Areas - North Industrial

1.



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- |   |   |   |   |
|---|---|---|---|
| <ul style="list-style-type: none"> <li>Sales</li> <li>Permits</li> <li>Highways</li> <li>Roads</li> <li>Local Wetlands Inventories</li> </ul> | <ul style="list-style-type: none"> <li>National Wetlands Inventory</li> <li>Freshwater Forested/Shrub Wetland</li> <li>Freshwater Pond</li> <li>Riverine</li> <li>Building Footprints</li> <li>City Limits</li> </ul> | <ul style="list-style-type: none"> <li>Tax Lots</li> <li>Waterbodies</li> <li>County Boundary</li> <li>City Zoning</li> <li>C-1, COMMERCIAL</li> <li>GREENWAY SPECIAL PURPOSE DISTRICT</li> </ul> | <ul style="list-style-type: none"> <li>M-2, GENERAL INDUSTRIAL</li> <li>M-I, LIMITED INDUSTRIAL</li> <li>R-2, MULTI-FAMILY RESIDENTIAL</li> </ul> |
|---|---|---|---|

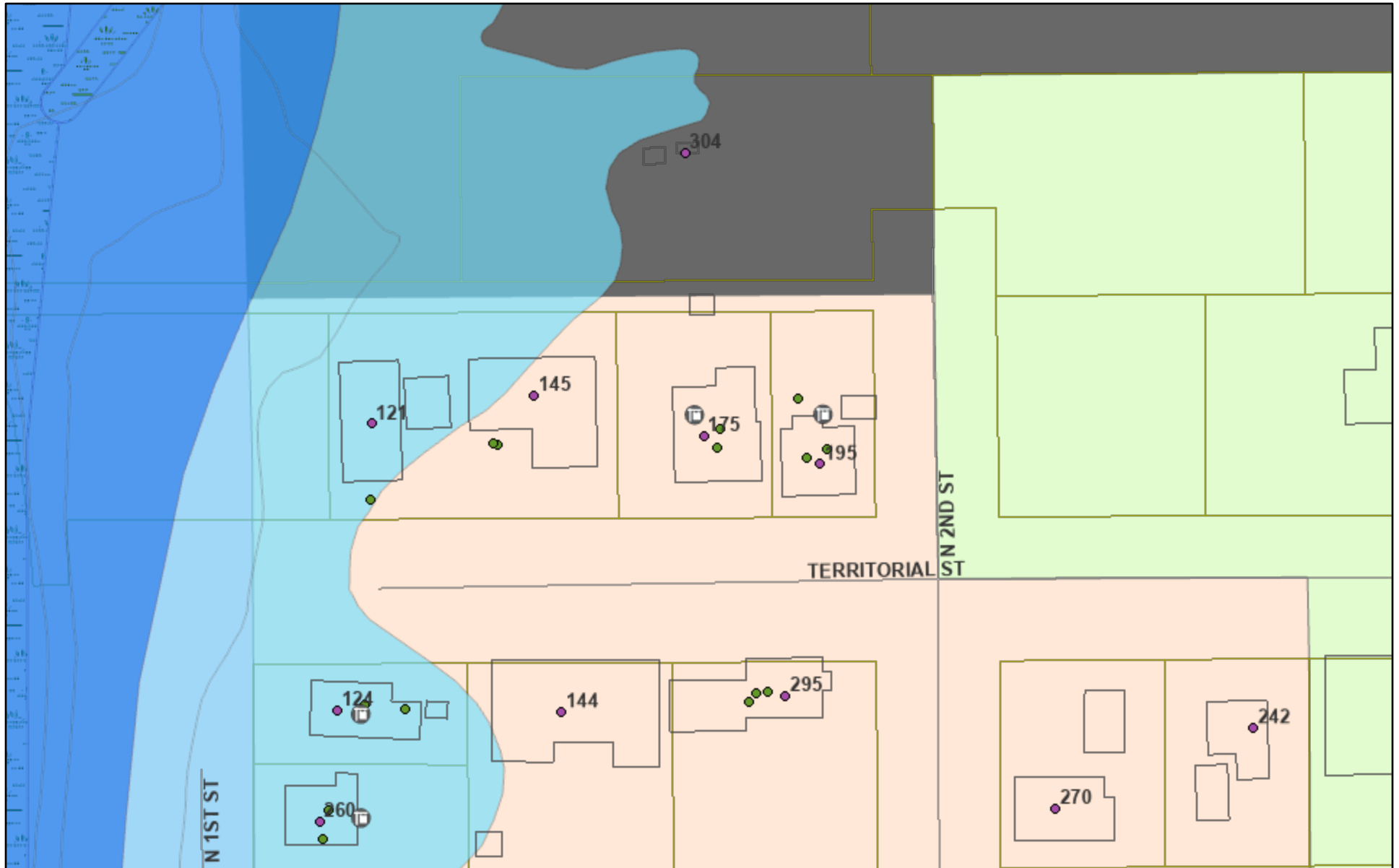


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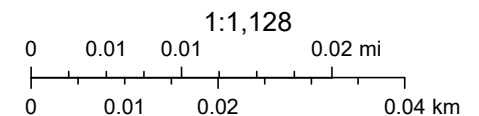
# Harrisburg Flood Zone Areas - North

1.



2/10/2025, 2:36:28 PM

- Sales
- Permits
- Roads
- National Wetlands Inventory
- Freshwater Forested/Shrub Wetland
- Riverine
- Building Footprints
- City Limits
- Tax Lots
- County Boundary
- City Zoning
  - C-1, COMMERCIAL
  - GREENWAY SPECIAL PURPOSE DISTRICT
  - M-2, GENERAL INDUSTRIAL
  - R-2, MULTI-FAMILY RESIDENTIAL



Linn County GIS, City of Albany, City of Brownsville, City of Gates, City of Halsey, City of Harrisburg, City of Idanha, City of Lebanon, City of

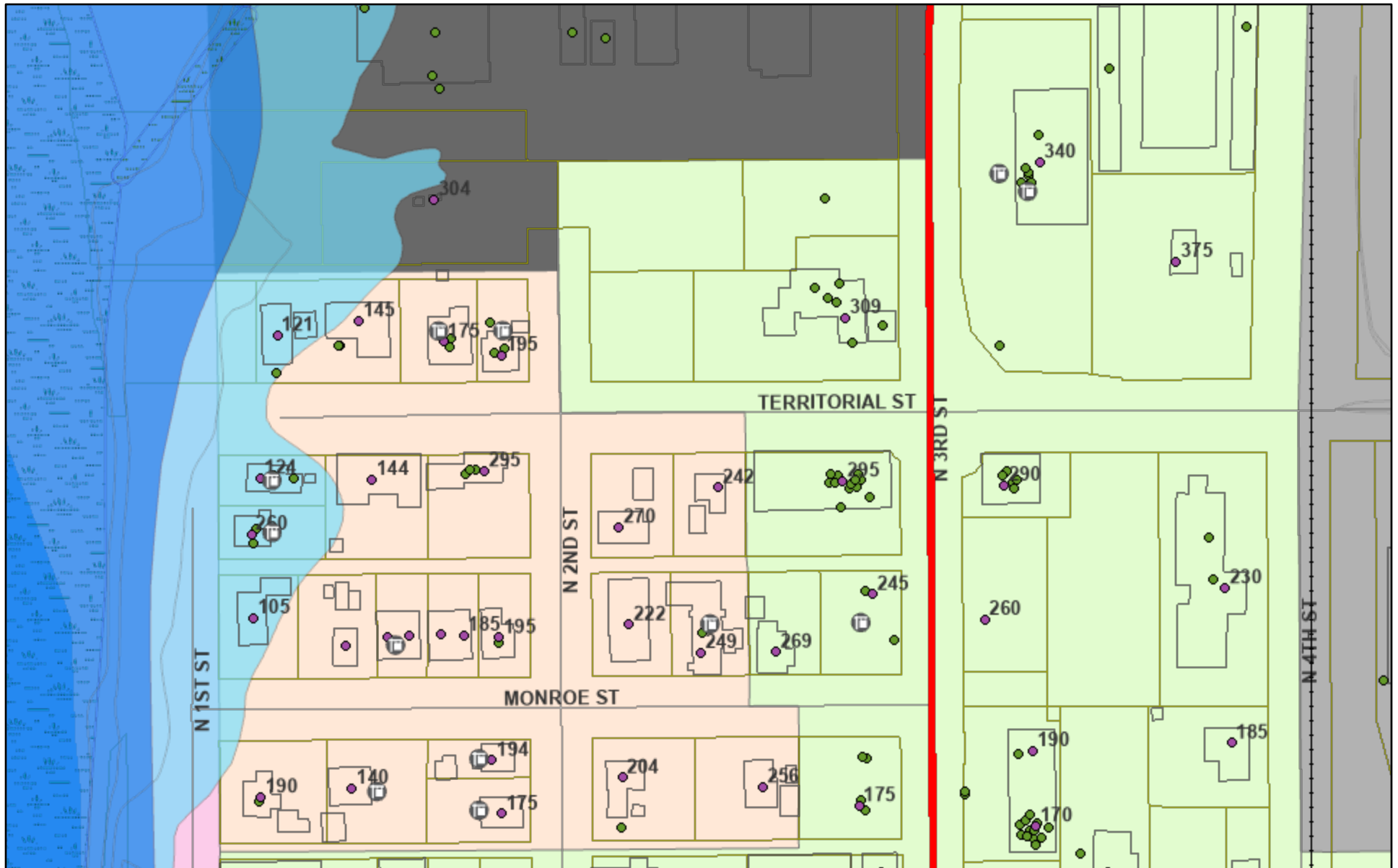
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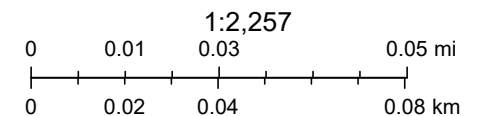
# Harrisburg Flood Zone Areas - Showing Monroe and North

1.



2/10/2025, 2:41:00 PM

- Sales
  - Permits
  - Railways
  - Highways
  - Roads
- National Wetlands Inventory
  - Freshwater Forested/Shrub Wetland
  - Freshwater Pond
  - Riverine
  - Building Footprints
  - City Limits
- Tax Lots
  - Waterbodies
  - County Boundary
  - City Zoning
  - C-1, COMMERCIAL
  - GREENWAY SPECIAL PURPOSE DISTRICT
- M-2, GENERAL INDUSTRIAL
  - M-1, LIMITED INDUSTRIAL
  - R-2, MULTI-FAMILY RESIDENTIAL



Linn County GIS, City of Albany, City of Brownsville, City of Gates, City of Halsey, City of Harrisburg, City of Idanha, City of Lebanon, City of

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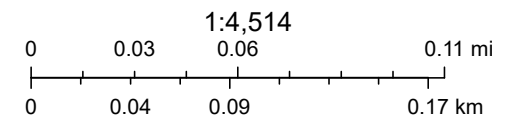
# Harrisburg Flood Zone Areas -Riverbank south

1.



2/10/2025, 2:50:04 PM

- Sales
  Wetland Determinations
  Riverine
  Waterbodies
- Permits
  Local Wetlands Inventories
  Building Footprints
  County Boundary
- National Wetlands Inventory
  City Limits
  Freshwater Forested/Shrub Wetland
  Tax Lots
- Railways
  Roads



Linn County GIS, City of Albany, City of Brownsville, City of Galesburg, City of Halsey, City of Harrisburg, City of Idanha, City of Lebanon, City of

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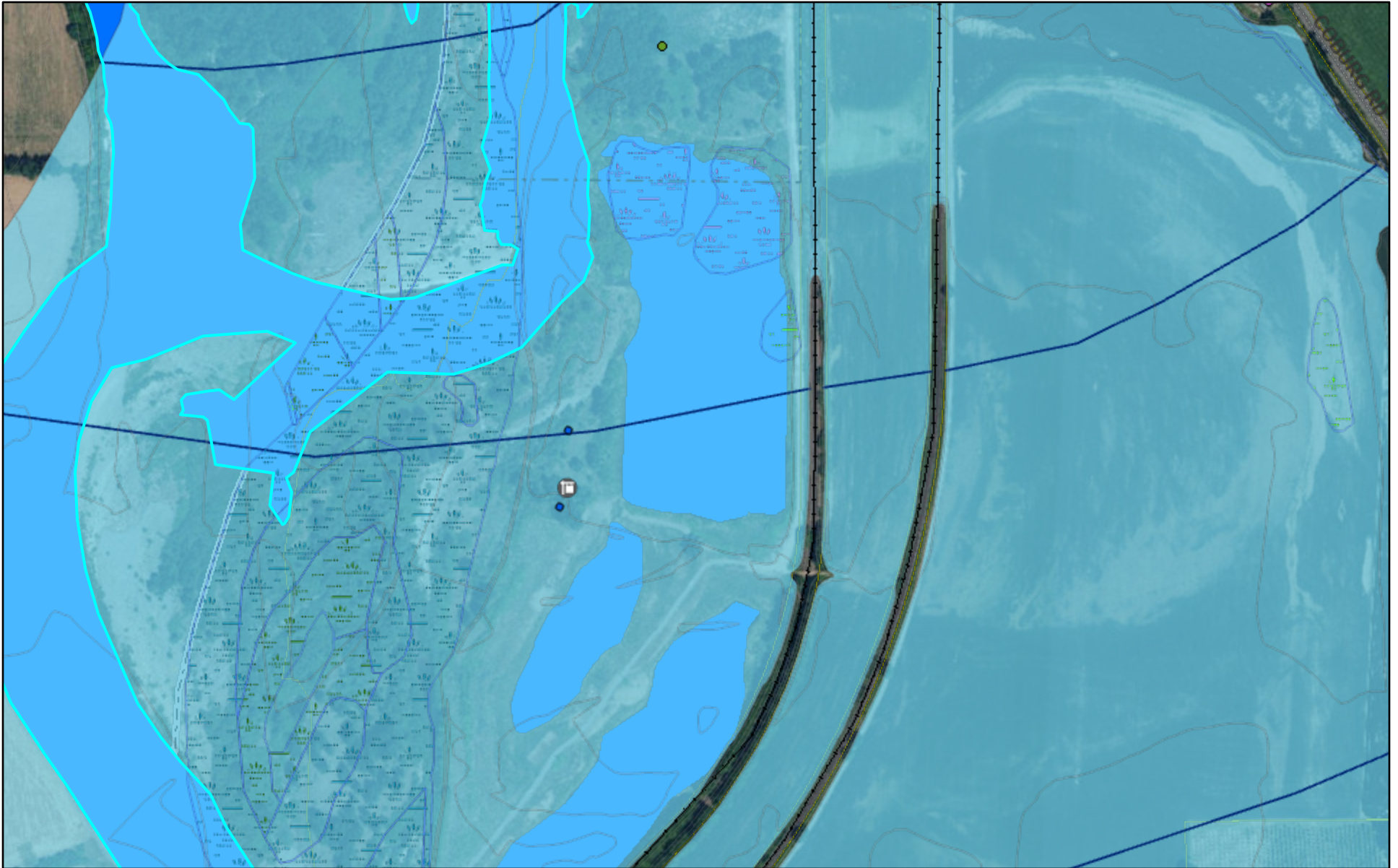
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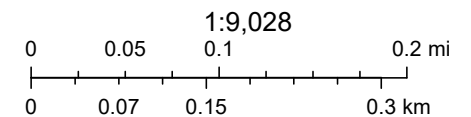
# Harrisburg Flood Zone Areas -Eagle Park

1.



2/10/2025, 2:53:11 PM

- |          |                             |                                   |                 |
|----------|-----------------------------|-----------------------------------|-----------------|
| Sales    | Wetland Determinations      | Freshwater Forested/Shrub Wetland | City Limits     |
| Permits  | Local Wetlands Inventories  | Freshwater Pond                   | Tax Lots        |
| Railways | National Wetlands Inventory | Riverine                          | Waterbodies     |
| Roads    | Freshwater Emergent Wetland | Building Footprints               | County Boundary |



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Map created using the Linn County Oregon web mapping



## **18.55.070 Flood hazard management statutory authority, findings of fact, purpose, and methods.**

1. **Statutory Authorization.** The State of Oregon has in ORS 197.175 delegated the responsibility to local governmental units to adopt floodplain management regulations designed to promote the public health, safety, and general welfare of its citizenry.

Therefore, the City of Harrisburg does ordain as follows:

### **2. Findings of Fact.**

a. The flood hazard areas of the City of Harrisburg preserve the natural and beneficial values served by floodplains but are subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare.

b. These flood losses may be caused by the cumulative effect of obstructions in special flood hazard areas which increase flood heights and velocities, and, when inadequately anchored, cause damage in other areas. Uses that are inadequately floodproofed, elevated, or otherwise protected from flood damage also contribute to flood loss.

**3. Statement of Purpose.** It is the purpose of this section to promote public health, safety, and general welfare, and to minimize public and private losses due to flooding in flood hazard areas by provisions designed to:

a. Protect human life and health;

b. Minimize expenditure of public money for costly flood control projects;

c. Preserve natural and beneficial floodplain functions

ed. Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;

de. Minimize prolonged business interruptions;

ef. Minimize damage to public facilities and utilities such as water and gas mains; electric, telephone and sewer lines; and streets and bridges located in special flood hazard areas;

fg. Help maintain a stable tax base by providing for the sound use and development of flood hazard areas so as to minimize blight areas caused by flooding;

gh. Notify potential buyers that the property is in a special flood hazard area;



hi. Notify those who occupy special flood hazard areas that they assume responsibility for their actions;

ij. Participate in and maintain eligibility for flood insurance and disaster relief.

**4. Methods of Reducing Flood Losses.** In order to accomplish its purposes, this section includes methods and provisions for:

a. Restricting or prohibiting development which is dangerous to health, safety, and property due to water or erosion hazards, or which results in damaging increases in erosion or in flood heights or velocities;

b. Requiring that development vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;

c. Controlling the alteration of natural floodplains, stream channels, and natural protective barriers, which help accommodate or channel floodwaters;

d. Controlling filling, grading, dredging, and other development which may increase flood damage;

e. Preventing or regulating the construction of flood barriers which will unnaturally divert floodwaters or may increase flood hazards in other areas.

f. Employing a standard of “no net loss” of natural and beneficial floodplain functions.

**5. Definitions.** Unless specifically defined below, words or phrases used in this section shall be interpreted so as to give them the meaning they have in common usage.

“Ancillary Features” means features of a development that are not directly related to the primary purpose of the development.

“Appeal” means a request for a review of the interpretation of any provision of this section or a request for a variance.

“Area of shallow flooding” means a designated Zone AO, AH, AR/AO or AR/AH on a community’s flood insurance rate map (FIRM) with a one percent or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

“Area of special flood hazard” means the land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year. It is shown on the flood insurance rate map (FIRM) as Zone A, AO, AH, A1-30, AE, A99, AR. “Special flood hazard area” is synonymous in meaning and definition with the phrase “area of special flood hazard.”

“Base flood” means the flood having a one percent chance of being equaled or exceeded in any given year.

“Base flood elevation (BFE)” means the elevation to which floodwater is anticipated to rise during the base flood.

“Basement” means any area of the building having its floor subgrade (below ground level) on all sides.

“Below-grade crawl space” means an enclosed area below the base flood elevation in which the interior grade is not more than two feet below the lowest adjacent exterior grade and the height, measured from the interior grade of the crawl space to the top of the crawl space foundation, does not exceed four feet at any point.

Building. See “Structure.”

“Critical facility” means a facility for which even a slight chance of flooding might be too great. Critical facilities include, but are not limited to, schools, nursing homes, hospitals, police, fire and emergency response installations, installations which produce, use, or store hazardous materials or hazardous waste.

“Development” means any manmade change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

“Elevated building” means, for insurance purposes, a nonbasement building which has its lowest elevated floor raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns.

Fill: Placement of any materials such as soil, gravel, crushed stone, or other materials that change the elevation of the floodplain. The placement of fill is considered “development.”

Fish Accessible Space: The volumetric space available to an adult or juvenile individual of the identified 16 ESA-listed fish to access.

Fish Egress-able Space: The volumetric space available to an adult or juvenile individual of the identified 16 ESA-listed fish to exit or leave from.

Flood or Flooding.

a. A general and temporary condition of partial or complete inundation of normally dry land areas from:

- (1) The overflow of inland or tidal waters.
- (2) The unusual and rapid accumulation or runoff of surface waters from any source.

(3) Mudslides (i.e., mudflows) which are proximately caused by flooding as defined in subsection (a)(2) of this definition and are akin to a river of liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current.

b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in subsection (a)(1) of this definition.

Flood Elevation Study. See “Flood insurance study.”

“Flood insurance rate map (FIRM)” means the official map of a community, on which the Federal Insurance Administrator has delineated both the special hazard areas and the risk premium zones applicable to the community. A FIRM that has been made available digitally is called a digital flood insurance rate map (DFIRM).

“Flood insurance study (FIS)” means an examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of mudslide (i.e., mudflow) and/or flood-related erosion hazards.

“Floodproofing” means any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate risk of flood damage to real estate or improved real property, water and sanitary facilities, structures, and their contents.

“Floodplain” or “flood prone area” means any land area susceptible to being inundated by water from any source. See “Flood or Flooding.”

“Floodplain Storage Capacity” means the volume of floodwater than an area of floodplain can hold during the 1-percent annual chance flood.

“Floodway” means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. Also referred to as “regulatory floodway.”

“Footprint” means the existing measurements of the structure related to the three floodplain functions and their proxies. The footprint related to floodplain storage refers to the volumetric amount of developed space measured from the existing ground level to the BFE, and the footprint related to water quality refers to the area of impervious surface that the structure creates.

“Functionally dependent use” means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, and does not include long-term storage or related manufacturing facilities.

“Green Infrastructure” means use of natural or human-made hydrologic features to manage water and provide environmental and community benefits. Green infrastructure uses management approaches and technologies that use, enhance, and/or mimic the natural hydrologic cycle processes of infiltration, evapotranspiration, and reuse. At a large scale, it is an interconnected network of green space that conserves natural systems and provides assorted benefits to human populations. At a local scale, it manages stormwater by infiltrating it into the ground where it is generated using vegetation or porous surfaces, or by capturing it for later reuse. Green infrastructure practices can be used to achieve no net loss of pervious surface by creating infiltration of stormwater in an amount equal to or greater than the infiltration lost by the placement of new impervious surface.

“Habitat Restoration Activities” means activities with the sole purpose of restoring habitats that have only temporary impacts and long-term benefits to habitat. Such projects cannot include ancillary structures such as a storage shed for maintenance equipment, must demonstrate that no rise in the BFE would occur as a result of the project and obtain a CLOMR and LOMR, and have obtained any other required permits (e.g., CWA Section 404 permit).

“Hazard Trees” means standing dead, dying, or diseased trees or ones with a structural defect that makes it likely to fail in whole or in part and that present a potential hazard to a structure or as defined by the community.

Hazardous Material. The Oregon Department of Environmental Quality defines hazardous materials to include any of the following:

- a. Hazardous waste as defined in ORS 466.005;
- b. Radioactive waste as defined in ORS 469.300, radioactive material identified by the Energy Facility Siting Council under ORS 469.605 and radioactive substances defined in ORS 453.005;
- c. Communicable disease agents as regulated by the Health Division under ORS Chapter 431 and ORS 433.010 to 433.045 and 433.106 to 433.990;
- d. Hazardous substances designated by the United States Environmental Protection Agency (EPA) under Section 311 of the Federal Water Pollution Control Act, P.L. 92-500, as amended;
- e. Substances listed by the United States EPA in Section 40 of the Code of Federal Regulations, Part 302 – Table 302.4 (list of hazardous substances and reportable quantities) and amendments;
- f. Material regulated as a chemical agent under ORS 465.550;

- g. Material used as a weapon of mass destruction, or biological weapon;
- h. Pesticide residue;
- i. Dry cleaning solvent as defined by ORS 465.200(9).

“Highest adjacent grade” means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

“Historic structure” means any structure that is:

- a. Listed individually in the National Register of Historic Places (a listing maintained by the Department of the Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- b. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- c. Individually listed on a State inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
- d. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
  - (1) By an approved State program as determined by the Secretary of the Interior; or
  - (2) Directly by the Secretary of the Interior in states without approved programs.

“Hydraulically Equivalent Elevation” means a location (e.g. a site where no net loss standards are implemented) that is approximately equivalent to another (e.g. the impacted site) relative to the same 100-year water surface elevation contour or base flood elevation. This may be estimated based on a point that is along the same approximate line perpendicular to the direction of flow.

“Hydrologically Connected” means the interconnection of groundwater and surface water such that they constitute one water supply and use of either results in an impact to both.

“Impervious Surface” means a surface that cannot be penetrated by water and thereby prevents infiltration and increases the amount and rate of surface water runoff, leading to erosion of stream banks, degradation of habitat, and increased sediment loads in streams. Such surfaces can accumulate large amounts of pollutants that are then “flushed” into local water bodies during storms and can also interfere with recharge of groundwater and the base flows to water bodies.

“Low Impact Development” means an approach to land development (or redevelopment) that works with nature to manage stormwater as close to its source as possible. It employs principles

such as preserving and recreating natural landscape features and minimizing effective imperviousness to create functional and appealing site drainage that treats stormwater as a resource rather than a waste product. Low Impact Development refers to designing and implementing practices that can be employed at the site level to control stormwater and help replicate the predevelopment hydrology of the site. Low impact development helps achieve no net loss of pervious surface by infiltrating stormwater in an amount equal to or greater than the infiltration lost by the placement of new impervious surface. LID is a subset of green infrastructure.

“Letter of Map Change (LOMC)” means an official FEMA determination, by letter, to amend or revise effective flood insurance rate maps and flood insurance studies. The following are categories of LOMCs:

- a. Conditional Letter of Map Amendment (CLOMA). A CLOMA is FEMA’s comment on a proposed structure or group of structures that would, upon construction, be located on existing natural ground above the base (one percent annual chance) flood elevation on a portion of a legally defined parcel of land that is partially inundated by the base flood.
- b. Conditional Letter of Map Revision (CLOMR). A CLOMR is FEMA’s comment on a proposed project that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective base flood elevations, or the special flood hazard area.
- c. Conditional Letter of Map Revision Based on Fill (CLOMR-F). A CLOMR-F is FEMA’s comment on a proposed project that would, upon construction, result in a modification of the special flood hazard area through the placement of fill outside the existing regulatory floodway.
- d. Letter of Map Amendment (LOMA). An official amendment, by letter, to the flood insurance rate maps (FIRMs) based on technical data showing that an existing structure, parcel of land or portion of a parcel of land that is naturally high ground, (i.e., has not been elevated by fill) above the base flood, that was inadvertently included in the special flood hazard area.
- e. Letter of Map Revision (LOMR). A LOMR is FEMA’s modification to an effective flood insurance rate map (FIRM), or flood boundary and floodway map (FBFM), or both. LOMRs are generally based on the implementation of physical measures that affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective base flood elevations, or the SFHA. The LOMR officially revises the FIRM or FBFM, and sometimes the flood insurance study (FIS) report, and, when appropriate, includes a description of the modifications. The LOMR is generally accompanied by an annotated copy of the affected portions of the FIRM, FBFM, or FIS report.
- f. Letter of Map Revision Based on Fill (LOMR-F). A LOMR-F is FEMA’s modification of the special flood hazard area shown on the flood insurance rate map (FIRM) based on the placement of fill outside the existing regulatory floodway.

g. PMR. A PMR is FEMA's physical revision and republication of an effective flood insurance rate map (FIRM) or flood insurance study (FIS) report. PMRs are generally based on physical measures that affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective base flood elevations, or the special flood hazard area.

"Lowest floor" means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood-resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor; provided, that such enclosure is not built so as to render the structure in violation of the applicable nonelevation design requirements of this section.

"Manufactured dwelling" means a structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured dwelling" does not include a "recreational vehicle" and is synonymous with "manufactured home."

"Manufactured dwelling park or subdivision" means a parcel (or contiguous parcels) of land divided into two or more manufactured dwelling lots for rent or sale.

"Mean Higher-High Water" (MHHW) means the average of the higher-high water height of each tidal day observed over the National Tidal Datum Epoch.

"Mean sea level" means, for purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which base flood elevations shown on a community's flood insurance rate map are referenced.

"New Construction" means ~~F~~for floodplain management purposes, ~~"new construction" means~~ structures for which the "start of construction" commenced on or after the effective date of a floodplain management regulation adopted by the City of Harrisburg and includes any subsequent improvements to such structures.

"No Net Loss" means a standard where adverse impacts must be avoided or offset through adherence to certain requirements so that there is no net change in the function from the existing condition when a development application is submitted to the state, tribal, or local jurisdiction. The floodplain functions of floodplain storage, water quality, and vegetation must be maintained.

"Offsite" means mitigation occurring outside of the project area.

"Onsite" means mitigation occurring within the project area.

"Ordinary High Water Mark" means the line on the shore established by the fluctuations of water and indicated by physical characteristics such as a clear, natural line impressed on the bank; shelving; changes in the character of soil; destruction of terrestrial vegetation; the presence of litter and debris; or other appropriate means that consider the characteristics of the surrounding areas.



“Pervious Surface” means surfaces that allow rain and snowmelt to seep into the soil and gravel below. Pervious surface may also be referred to as permeable surface.

“Qualified Professional” means appropriate subject matter expert that is defined by the community.

“Reach” means a section of a stream or river along which similar hydrologic conditions exist, such as discharge, depth, area, and slope. It can also be the length of a stream or river (with varying conditions) between major tributaries or two stream gages, or a length of river for which the characteristics are well described by readings at a single stream gage.

“Recreational vehicle” means a vehicle which is:

- a. Built on a single chassis;
- b. Four hundred square feet or less when measured at the largest horizontal projection;
- c. Designed to be self-propelled or permanently towable by a light duty truck; and
- d. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

“Riparian” means of, adjacent to, or living on, the bank of a river, lake, pond, or other water body.

“Riparian Buffer Zone (RBZ)” means the outer boundary of the riparian buffer zone is measured from the ordinary high-water line of a fresh waterbody (lake; pond; ephemeral, intermittent, or perennial stream) or mean higher-high water line of a marine shoreline or tidally influenced river reach to 170 feet horizontally on each side of the stream or 170 feet inland from the MHHW. The riparian buffer zone includes the area between these outer boundaries on each side of the stream, including the stream channel. Where the RBZ is larger than the special flood hazard area, the no net loss standards shall only apply to the area within the special flood hazard area.

“Riparian Buffer Zone Fringe” means the area outside of the RBZ and floodway but still within the SFHA.

“Silviculture” means the art and science of controlling the establishment, growth, composition, health, and quality of forests and woodlands.

Special Flood Hazard Area. See “Area of special flood hazard.”

“Start of construction” includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days from the date of the permit. The “actual start” means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or



any work beyond the stage of excavation; or the placement of a manufactured dwelling on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the “actual start of construction” means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

“Structure” means, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured dwelling.

“Substantial damage” means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

“Substantial improvement” means any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures which have incurred “substantial damage,” regardless of the actual repair work performed. The term does not, however, include any project for improvement of a structure to correct existing violations of State or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or any alteration of a structure listed on the National Register of Historic Places or a State inventory of historic places.

“Undeveloped Space” means the volume of flood capacity and fish-accessible/egress-able habitat from the existing ground to the Base Flood Elevation that has not been reduced due to activity that meets FEMA’s definition of development. Examples of development that impede undeveloped space includes, but is not limited to, the addition of fill, structures, concrete structures (vaults or tanks), pilings, levees and dikes, or any other development that reduces flood storage volume and fish accessible/egress-able habitat.

“Variance” means a grant of relief by the City of Harrisburg from the terms of a floodplain management regulation.

“Violation” means the failure of a structure or other development to be fully compliant with the community’s floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this section is presumed to be in violation until such time as that documentation is provided.

“Water dependent” means a structure for commerce or industry which cannot exist in any other location and is dependent on the water by reason of the intrinsic nature of its operations.

“Water surface elevation” means the height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929, or other datum, of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

## **6. General Provisions.**

**a. Lands to Which This Section Applies.** This section shall apply to all special flood hazard areas within the jurisdiction of the City of Harrisburg.

**b. Basis for Establishing the Special Flood Hazard Areas.** The special flood hazard areas identified by the Federal Insurance Administrator in a scientific and engineering report entitled “The Flood Insurance Study (FIS) for Linn County, Oregon and Incorporated Areas,” dated July 31, 2019, with accompanying flood insurance rate maps (FIRMs) 40143C1116G, 40143C1118G, and 41043C1119G, are hereby adopted by reference and declared to be a part of this section. The FIS and FIRM panels are on file at City Hall, located at 120 Smith St.

**c. Coordination with State of Oregon Specialty Codes.** Pursuant to the requirement established in ORS Chapter 455 that the City of Harrisburg administers and enforces the State of Oregon Specialty Codes, the City of Harrisburg does hereby acknowledge that the Oregon Specialty Codes contain certain provisions that apply to the design and construction of buildings and structures located in special flood hazard areas. Therefore, this section is intended to be administered and enforced in conjunction with the Oregon Specialty Codes.

**d. Compliance and Penalties for Noncompliance.**

(1) Compliance. All development within special flood hazard areas is subject to the terms of this section and required to comply with its provisions and all other applicable regulations.

(2) Penalties for Noncompliance. No structure or land shall hereafter be constructed, located, extended, converted, or altered without full compliance with the terms of this section and other applicable regulations. Violations of the provisions of this section by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a violation of the Harrisburg Municipal Code, punishable by a fine not to exceed \$500.00 per offense. Continuing violations are assessed for each day during which the violation occurs after notice of violation has been served upon the violator. Nothing contained herein shall prevent the City of Harrisburg from taking such other lawful action as is necessary to prevent or remedy any violation.

**e. Abrogation and Severability.**

(1) Abrogation. This section is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this section and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

(2) Severability. This section and the various parts thereof are hereby declared to be severable. If any subsection, clause, sentence, or phrase of this section is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this section.

**f. Interpretation.** In the interpretation and application of this section, all provisions shall be:

- (1) Considered as minimum requirements;
- (2) Liberally construed in favor of the governing body; and
- (3) Deemed neither to limit nor repeal any other powers granted under State statutes.

**g. Warning and Disclaimer of Liability.**

(1) Warning. The degree of flood protection required by this section is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by manmade or natural causes. this section does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages.

(2) Disclaimer of Liability. This section shall not create liability on the part of the City of Harrisburg, any officer or employee thereof, or the Federal Insurance Administrator for any flood damages that result from reliance on this section or any administrative decision lawfully made hereunder.

**7. Administration.**

**a. Designation of the Floodplain Administrator.** The City Administrator, and his/her designee, is hereby appointed to administer, implement, and enforce this section by granting or denying development permits in accordance with its provisions. The Floodplain Administrator may delegate authority to implement these provisions.

**b. Duties and Responsibilities of the Floodplain Administrator.** Duties of the Floodplain Administrator, or their designee, shall include, but not be limited to:

(1) **Permit Review.** Review all development permits to determine that:

- (a) The permit requirements of this section have been satisfied;
- (b) All other required local, State, and Federal permits have been obtained and approved;
- (c) Review all development permits to determine if the proposed development is located in a floodway. If located in the floodway, assure that the floodway provisions of this section in subsection (8)(b) of this section are met; and

(d) Review all development permits to determine if the proposed development is located in an area where base flood elevation (BFE) data is available either through the flood insurance study (FIS) or from another authoritative source. If BFE data is not available, then ensure compliance with the provisions of subsection (8)(a)(7) of this section;

(e) Provide to building officials the base flood elevation (BFE) applicable to any building requiring a development permit;

(f) Review all development permit applications to determine if the proposed development qualifies as a substantial improvement as defined in subsection (5) of this section;

(g) Review all development permits to determine if the proposed development activity is a watercourse alteration. If a watercourse alteration is proposed, ensure compliance with the provisions in subsection (8)(a)(1) of this section; and

(h) Review all development permits to determine if the proposed development activity includes the placement of fill or excavation.

(i) Determine whether the proposed development activity complies with the no net loss standards in Section 6.0.

**(2) Information to Be Obtained and Maintained.** The following information shall be obtained and maintained and shall be made available for public inspection as needed:

(a) Obtain, record, and maintain the actual elevation (in relation to mean sea level) of the lowest floor (including basements) and all attendant utilities of all new or substantially improved structures where base flood elevation (BFE) data is provided through the flood insurance study (FIS), flood insurance rate map (FIRM), or obtained in accordance with subsection (8)(a)(7) of this section.

(b) Obtain and record the elevation (in relation to mean sea level) of the natural grade of the building site for a structure prior to the start of construction and the placement of any fill and ensure that the requirements of subsections (7)(b)(1)(b) and (8)(b)(4) of this section are adhered to.

(c) Upon placement of the lowest floor of a structure (including basement) but prior to further vertical construction, obtain documentation, prepared and sealed by a professional licensed surveyor or engineer, certifying the elevation (in relation to mean sea level) of the lowest floor (including basement).

(d) Where base flood elevation data are utilized, obtain as-built certification of the elevation (in relation to mean sea level) of the lowest floor (including basement) prepared and sealed by a professional licensed surveyor or engineer, prior to the final inspection.

(e) Maintain all elevation certificates (EC) submitted to the community.

(f) Obtain, record, and maintain the elevation (in relation to mean sea level) to which the structure and all attendant utilities were floodproofed for all new or substantially improved floodproofed structures where allowed under this section and where base flood elevation (BFE) data is provided through the FIS, FIRM, or obtained in accordance with subsection (8)(a)(7) of this section.

(g) Maintain all floodproofing certificates required under this section.

(h) Record and maintain all variance actions, including justification for their issuance.

(i) Obtain and maintain all hydrologic and hydraulic analyses performed as required under subsection (8)(b)(4) of this section.

(j) Record and maintain all substantial improvement and substantial damage calculations and determinations as required under subsection (7)(b)(4) of this section.

(k) Documentation of how no net loss standards have been met (See Section 6.0)

(k) Maintain for public inspection all records pertaining to the provisions of this section.

### **(3) Requirement to Notify Other Entities and Submit New Technical Data.**

**(a) Community Boundary Alterations.** The Floodplain Administrator shall notify the Federal Insurance Administrator in writing whenever the boundaries of the community have been modified by annexation or the community has otherwise assumed authority or no longer has authority to adopt and enforce floodplain management regulations for a particular area to ensure that all flood hazard boundary maps (FHBM) and flood insurance rate maps (FIRM) accurately represent the community's boundaries. Include within such notification a copy of a map of the community suitable for reproduction, clearly delineating the new corporate limits or new area for which the community has assumed or relinquished floodplain management regulatory authority.

**(b) Watercourse Alterations.** Notify adjacent communities, the Department of Land Conservation and Development, and other appropriate State and Federal agencies, prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Insurance Administration. This notification shall be provided by the applicant to the Federal Insurance Administration as a Letter of Map Revision (LOMR) along with either:

- i. A proposed maintenance plan to assure the flood-carrying capacity within the altered or relocated portion of the watercourse is maintained; or
- ii. Certification by a registered professional engineer that the project has been designed to retain its flood-carrying capacity without periodic maintenance.

The applicant shall be required to submit a Conditional Letter of Map Revision (CLOMR) when required under subsection (7)(b)(3)(c) of this section. Ensure compliance with all applicable requirements in subsections (7)(b)(3)(c) and (8)(a)(1) of this section.

(c) Requirement to Submit New Technical Data. A community's base flood elevations may increase or decrease resulting from physical changes affecting flooding conditions. As soon as practicable, but not later than six months after the date such information becomes available, a community shall notify the Federal Insurance Administrator of the changes by submitting technical or scientific data in accordance with Title 44 CFR, Section 65.3. The community may require the applicant to submit such data and review fees required for compliance with this section through the applicable FEMA Letter of Map Change (LOMC) process.

The Floodplain Administrator shall require a Conditional Letter of Map Revision prior to the issuance of a floodplain development permit for:

- i. Proposed floodway encroachments that increase the base flood elevation; and
- ii. Proposed development which increases the base flood elevation by more than one foot in areas where FEMA has provided base flood elevations but no floodway.

An applicant shall notify FEMA within six months of project completion when an applicant has obtained a Conditional Letter of Map Revision (CLOMR) from FEMA. This notification to FEMA shall be provided as a Letter of Map Revision (LOMR).

The applicant shall be responsible for preparing all technical data to support CLOMR/LOMR applications and paying any processing or application fees associated with the CLOMR/LOMR.

The Floodplain Administrator shall be under no obligation to sign the Community Acknowledgment Form, which is part of the CLOMR/LOMR application, until the applicant demonstrates that the project will or has met the requirements of this code and all applicable State and Federal permits.

(4) Substantial Improvement and Substantial Damage Assessments and Determinations. Conduct substantial improvement (SI) (as defined in subsection (5) of this section) reviews for all structural development proposal applications and maintain a record of SI calculations within permit files in accordance with subsection (7)(b)(2) of this section. Conduct substantial damage (SD) (as defined in subsection (5) of this section) assessments when structures are damaged due to a natural hazard event or other causes. Make SD determinations whenever structures within the special flood hazard area (as established in subsection (6)(b) of this section) are damaged to the extent that the cost of restoring the structure to its before-damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

### **c. Establishment of Development Permit.**

**(1) Floodplain Development Permit Required.** A development permit shall be obtained before construction or development begins within any area horizontally within the special flood hazard area established in subsection (6)(b) of this section. The development permit shall be required for all structures, including manufactured dwellings, and for all other development, as defined in subsection (5) of this section, including fill and other development activities.

**(2) Application for Development Permit.** Application for a development permit may be made on forms furnished by the Floodplain Administrator and may include, but not be limited to, plans in duplicate drawn to scale showing the nature, location, dimensions, and elevations of the area in question, existing or proposed structures, fill, storage of materials, drainage facilities, and the location of the foregoing. Specifically, the following information is required:

- (a) In riverine flood zones, the proposed elevation (in relation to mean sea level), of the lowest floor (including basement) and all attendant utilities of all new and substantially improved structures, in accordance with the requirements of subsection (7)(b)(2) of this section.
- (b) Proposed elevation in relation to mean sea level to which any nonresidential structure will be floodproofed.
- (c) Certification by a registered professional engineer or architect licensed in the State of Oregon that the floodproofing methods proposed for any nonresidential structure meet the floodproofing criteria for nonresidential structures in subsection (8)(b)(3)(c) of this section.
- (d) Description of the extent to which any watercourse will be altered or relocated.
- (e) Base flood elevation data for subdivision proposals or other development when required per subsections (7)(b)(1) and (8)(a)(6) of this section.
- (f) Substantial improvement calculation for any improvement, addition, reconstruction, renovation, or rehabilitation of an existing structure.
- (g) The amount and location of any fill or excavation activities proposed.

**d. Variance Procedure.** The issuance of a variance is for floodplain management purposes only. Flood insurance premium rates are determined by Federal statute according to actuarial risk and will not be modified by the granting of a variance.

**(1) Conditions for Variances.**

- (a) Generally, variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, in conformance with the provisions of subsections (7)(d)(1)(b) through (e) of this section. As the lot size increases beyond one-half acre, the technical justification required for issuing a variance increases.
- (b) Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- (c) Variances shall not be issued within any floodway if any increase in flood levels during the base flood discharge would result.
- (d) Variances shall only be issued upon:



- i. A showing of good and sufficient cause;
- ii. A determination that failure to grant the variance would result in exceptional hardship to the applicant;
- iii. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing laws or ordinances.

(e) Variances may be issued for the repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation of historic structures will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.

(f) Variances may be issued by a community for new construction and substantial improvements and for other development necessary for the conduct of a functionally dependent use; provided, that the criteria of subsections (7)(d)(1)(b) through (e) of this section are met, and the structure or other development is protected by methods that minimize flood damage during the base flood and create no additional threats to public safety.

(g) Variances shall not be issued unless it is demonstrated that the development will not result in net loss of the following proxies for the three floodplain functions in the SFHA: undeveloped space; pervious surface; or trees 6 inches dbh or greater (see Section 6.0 and associated options in Table 1).

**(2) Variance Notification.** Any applicant to whom a variance is granted shall be given written notice that the issuance of a variance to construct a structure below the base flood elevation will result in increased premium rates for flood insurance and that such construction below the base flood elevation increases risk to life and property. Such notification and a record of all variance actions, including justification for their issuance, shall be maintained in accordance with subsection (7)(b)(2) of this section.

## **8. Provisions for Flood Hazard Reduction.**

**a. General Standards.** In all special flood hazard areas, the no net loss standards (see Section 6.0) and the following standards shall be adhered to:

**(1) Alteration of Watercourses.** Require that the flood-carrying capacity within the altered or relocated portion of said watercourse is maintained. Require that maintenance is provided within the altered or relocated portion of said watercourse to ensure that the flood-carrying capacity is not diminished. Require compliance with subsections (7)(b)(3)(b) and (8)(b)(3)(d) of this section.

**(2) Anchoring.**

(a) All new construction and substantial improvements shall be anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.

(b) All manufactured dwellings shall be anchored per subsection (8)(b)(3)(d) of this section.

### **(3) Construction Materials and Methods.**

(a) All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.

(b) All new construction and substantial improvements shall be constructed using methods and practices that minimize flood damage.

### **(4) Utilities and Equipment.**

#### **(a) Water Supply, Sanitary Sewer, and On-Site Waste Disposal Systems.**

i. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system.

ii. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of floodwaters into the systems and discharge from the systems into floodwaters.

iii. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding consistent with the Oregon Department of Environmental Quality.

**(b) Electrical, Mechanical, Plumbing, and Other Equipment.** Electrical, heating, ventilating, air conditioning, plumbing, duct systems, and other equipment and service facilities shall be elevated at or above the base flood level or shall be designed and installed to prevent water from entering or accumulating within the components and to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during conditions of flooding. In addition, electrical, heating, ventilating, air conditioning, plumbing, duct systems, and other equipment and service facilities shall, if replaced as part of a substantial improvement, meet all the requirements of this section.

### **(5) Tanks.**

(a) Underground tanks shall be anchored to prevent flotation, collapse and lateral movement under conditions of the base flood.

(b) Aboveground tanks shall be installed at or above the base flood level or shall be anchored to prevent flotation, collapse, and lateral movement under conditions of the base flood.

### **(6) Subdivision Proposals and Other Proposed Developments.**

(a) All new subdivision proposals and other proposed new developments (including proposals for manufactured dwelling parks and subdivisions) greater than 50 lots or five acres, whichever is the lesser, shall include within such proposals, base flood elevation data.

(b) All new subdivision proposals and other proposed new developments (including proposals for manufactured dwelling parks and subdivisions) shall:

- i. Be consistent with the need to minimize flood damage.
- ii. Have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize or eliminate flood damage.
- iii. Have adequate drainage provided to reduce exposure to flood hazards.

iv. Comply with no net loss standards in section 6.0.

**(7) Use of Other Base Flood Elevation Data.** When base flood elevation data has not been provided in accordance with subsection (6)(b) of this section, the local floodplain administrator shall obtain, review, and reasonably utilize any base flood elevation data available from a Federal, State, or other source, in order to administer subsection (6)(c) of this section. All new subdivision proposals and other proposed new developments (including proposals for manufactured dwelling parks and subdivisions) must meet the requirements of subsection (8)(a)(6) of this section.

Base flood elevations shall be determined for development proposals that are five acres or more in size or are 50 lots or more, whichever is lesser, in any A zone that does not have an established base flood elevation. Development proposals located within a riverine unnumbered A zone shall be reasonably safe from flooding; the test of reasonableness includes use of historical data, high water marks, FEMA-provided base level engineering data, and photographs of past flooding, etc., wherever available. All residential structures and nonresidential structures that are not dry floodproofed need to be a minimum of two feet above the highest adjacent grade.

Failure to elevate at least two feet above grade in these zones may result in higher insurance rates.

**(8) Structures Located in Multiple or Partial Flood Zones.** In coordination with the State of Oregon Specialty Codes:

- (a) When a structure is located in multiple flood zones on the community's flood insurance rate maps (FIRM), the provisions for the more restrictive flood zone shall apply.
- (b) When a structure is partially located in a special flood hazard area, the entire structure shall meet the requirements for new construction and substantial improvements.

**(9) Critical Facilities Located in Multiple or Partial Flood Zones.** Construction of new critical facilities shall be, to the extent possible, located outside the limits of the special flood

hazard area. Construction of new critical facilities shall be permissible within the SFHA only if no feasible alternative site is available. Critical facilities constructed within the SFHA shall have the lowest floor elevated three feet above the base flood elevation (BFE) or to the height of the 500-year flood, whichever is higher. Access to and from the critical facility shall also be protected to the height utilized above. Floodproofing and sealing measures must be taken to ensure that toxic substances will not be displaced by or released into floodwaters.

**b. Specific Standards for Riverine (Including All Noncoastal) Flood Zones.** These specific standards shall apply to all new construction and substantial improvements in addition to the general standards contained in subsection (8)(a)(1) of this section and the no net loss standards (see Section 6.0).

**(1) Flood Openings.** All new construction and substantial improvements with fully enclosed areas below the lowest floor (excluding basements) are subject to the following requirements. Enclosed areas below the base flood elevation, including crawl spaces, shall:

(a) Be designed to automatically equalize hydrostatic flood forces on walls by allowing for the entry and exit of floodwaters;

(b) Be used solely for parking, storage, or building access;

(c) Be certified by a registered professional engineer or architect or meet or exceed all of the following minimum criteria:

i. A minimum of two openings;

ii. The total net area of nonengineered openings shall be not less than one square inch for each square foot of enclosed area, where the enclosed area is measured on the exterior of the enclosure walls;

iii. The bottom of all openings shall be no higher than one foot above grade;

iv. Openings may be equipped with screens, louvers, valves, or other coverings or devices; provided, that they shall allow the automatic flow of floodwater into and out of the enclosed areas and shall be accounted for in the determination of the net open area;

v. All additional higher standards for flood openings in the State of Oregon Residential Specialty Code Section R322.2.2 shall be complied with when applicable.

## **(2) Garages.**

(a) Attached garages may be constructed with the garage floor slab below the base flood elevation (BFE) in riverine flood zones, if the following requirements are met:

i. If located within a floodway, the proposed garage must comply with the requirements of subsection (8)(b)(4) of this section;

- ii. The floors are at or above grade on not less than one side;
- iii. The garage is used solely for parking, building access, and/or storage;
- iv. The garage is constructed with flood openings in compliance with subsection (8)(b)(1) of this section to equalize hydrostatic flood forces on exterior walls by allowing for the automatic entry and exit of floodwater;
- v. The portions of the garage constructed below the BFE are constructed with materials resistant to flood damage;
- vi. The garage is constructed in compliance with the standards in subsection (8)(a) of this section; and
- vii. The garage is constructed with electrical and other service facilities located and installed so as to prevent water from entering or accumulating within the components during conditions of the base flood.

(b) Detached garages must be constructed in compliance with the standards for appurtenant structures in subsection (8)(b)(3)(f) of this section or nonresidential structures in subsection (8)(b)(3)(c) of this section depending on the square footage of the garage.

**(3) For Riverine (Noncoastal) Special Flood Hazard Areas With Base Flood Elevations.** In addition to the general standards listed in subsection (8)(a) of this section, the following specific standards shall apply in riverine (noncoastal) special flood hazard areas with base flood elevations (BFE): Zones A1-30, AH, and AE.

**(a) Before Regulatory Floodway.** In areas where a regulatory floodway has not been designated, no new construction, substantial improvement, or other development (including fill) shall be permitted within Zones A1-30 and AE on the community's flood insurance rate map (FIRM), unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community and will not result in the net loss of flood storage volume. When determined that structural elevation is not possible and where the placement of fill cannot meet the above standard, impacts to undeveloped space must adhere to the no net loss standards in section 6.1.C.

**(b) Residential Construction.**

- i. New construction, conversion to, and substantial improvement of any residential structure shall have the lowest floor, including basement, elevated at least one foot above the base flood elevation (BFE).
- ii. Enclosed areas below the lowest floor shall comply with the flood opening requirements in subsection (8)(b)(1) of this section.

**(c) Nonresidential Construction.**

i. New construction, conversion to, and substantial improvement of any commercial, industrial, or other nonresidential structure shall:

(i) Have the lowest floor, including basement, elevated at one foot or more above the base flood elevation (BFE);

(ii) Or, together with attendant utility and sanitary facilities:

1. Be floodproofed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water;

2. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy;

3. Be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting provisions of this section based on their development and/or review of the structural design, specifications and plans. Such certifications shall be provided to the Floodplain Administrator as set forth in subsection (7)(b)(2) of this section.

(iii) Nonresidential structures that are elevated, not floodproofed, shall comply with the standards for enclosed areas below the lowest floor in subsection (8)(b)(1) of this section.

(iv) Applicants floodproofing nonresidential buildings shall be notified that flood insurance premiums will be based on rates that are one foot below the floodproofed level (e.g., a building floodproofed to the base flood level will be rated as one foot below).

**(d) Manufactured Dwellings.**

i. Manufactured dwellings to be placed (new or replacement) or substantially improved that are supported on solid foundation walls shall be constructed with flood openings that comply with subsection (8)(b)(1) of this section;

ii. The bottom of the longitudinal chassis frame beam shall be at or above base flood elevation;

iii. Manufactured dwellings to be placed (new or replacement) or substantially improved shall be anchored to prevent flotation, collapse, and lateral movement during the base flood. Anchoring methods may include, but are not limited to, use of over-the-top or frame ties to ground anchors (reference FEMA's "Manufactured Home Installation in Flood Hazard Areas" guidebook for additional techniques); and

iv. Electrical crossover connections shall be a minimum of 12 inches above base flood elevation (BFE).

**(e) Recreational Vehicles.** Recreational vehicles placed on sites are required to:

- i. Be on the site for fewer than 180 consecutive days; and
- ii. Be fully licensed and ready for highway use, on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions; or
- iii. Meet the requirements of subsection (8)(b)(3)(d) of this section, including the anchoring and elevation requirements for manufactured dwellings.

**(f) Appurtenant (Accessory) Structures.** Relief from elevation or floodproofing requirements for residential and nonresidential structures in riverine (noncoastal) flood zones may be granted for appurtenant structures that meet the following requirements:

- i. Appurtenant structures located partially or entirely within the floodway must comply with requirements for development within a floodway found in subsection (8)(b)(4) of this section;
- ii. Appurtenant structures must only be used for parking, access, and/or storage and shall not be used for human habitation;
- iii. In compliance with State of Oregon Specialty Codes, appurtenant structures on properties that are zoned residential are limited to one- story structures less than 200 square feet, or 400 square feet if the property is greater than two acres in area and the proposed appurtenant structure will be located a minimum of 20 feet from all property lines. Appurtenant structures on properties that are zoned as nonresidential are limited in size to 120 square feet;
- iv. The portions of the appurtenant structure located below the base flood elevation must be built using flood-resistant materials;
- v. The appurtenant structure must be adequately anchored to prevent flotation, collapse, and lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, during conditions of the base flood;
- vi. The appurtenant structure must be designed and constructed to equalize hydrostatic flood forces on exterior walls and comply with the requirements for flood openings in subsection (8)(b)(1) of this section;
- vii. Appurtenant structures shall be located and constructed to have low damage potential;
- viii. Appurtenant structures shall not be used to store toxic material, oil, or gasoline, or any priority persistent pollutant identified by the Oregon Department of Environmental Quality unless confined in a tank installed in compliance with subsection (8)(a)(5) of this section;



ix. Appurtenant structures shall be constructed with electrical, mechanical, and other service facilities located and installed so as to prevent water from entering or accumulating within the components during conditions of the base flood.

(g) Below-Grade Crawl Spaces. Below-grade crawl spaces are common in Oregon but are highly discouraged for any flood hazard areas in the City of Harrisburg. For below-grade crawl spaces to be allowed, the following guidelines are required:

i. The building must be designed and adequately anchored to resist flotation, collapse, and lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy. Hydrostatic loads and the effects of buoyancy can usually be addressed through the required flood openings stated in subsection (8)(b)(1) of this section. Because of hydrodynamic loads, crawl space construction is not allowed in areas with flood velocities greater than five feet per second unless the design is reviewed by a qualified design professional, such as a registered architect or professional engineer. Other types of foundations are recommended for these areas.

ii. The crawl space is an enclosed area below the base flood elevation (BFE) and, as such, must have openings that equalize hydrostatic pressures by allowing the automatic entry and exit of floodwaters. The bottom of each flood vent opening can be no more than one foot above the lowest adjacent exterior grade.

iii. Portions of the building below the BFE must be constructed with materials resistant to flood damage. This includes not only the foundation walls of the crawl space used to elevate the building, but also any joists, insulation, or other materials that extend below the BFE. The recommended construction practice is to elevate the bottom of joists and all insulation above BFE.

iv. Any building utility systems within the crawl space must be elevated above BFE or designed so that floodwaters cannot enter or accumulate within the system components during flood conditions. Ductwork, in particular, must either be placed above the BFE or sealed from floodwaters.

v. The interior grade of a crawl space below the BFE must not be more than two feet below the lowest adjacent exterior grade.

vi. The height of the below-grade crawl space, measured from the interior grade of the crawl space to the top of the crawl space foundation wall, must not exceed four feet at any point. The height limitation is the maximum allowable unsupported wall height according to the engineering analyses and building code requirements for flood hazard areas.

vii. There must be an adequate drainage system that removes floodwaters from the interior area of the crawl space. The enclosed area should be drained within a reasonable time after a flood event. The type of drainage system will vary because of the site gradient and other drainage characteristics, such as soil types. Possible options include natural drainage through porous,

well-drained soils and drainage systems such as perforated pipes, drainage tiles or gravel or crushed stone drainage by gravity or mechanical means.

viii. The velocity of floodwaters at the site shall not exceed five feet per second for any crawl space. For velocities in excess of five feet per second, other foundation types should be used.

**(4) Floodways.** Located within the special flood hazard areas established in subsection (6)(b) of this section are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of the floodwaters which carry debris, potential projectiles, and erosion potential, the following provisions apply:

(a) Prohibit encroachments, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless:

i. Certification by a registered professional civil engineer is provided demonstrating through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment shall not result in any increase in flood levels within the community during the occurrence of the base flood discharge; or

ii. A community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations; provided, that conditional approval has been obtained by the Federal Insurance Administrator through the a Conditional Letter of Map Revision (CLOMR) application process; all is applied for and approved by the Federal Insurance Administrator, and the requirements for such revision as established under 44 CFR Section 65.12 are fulfilled and the encroachment(s) comply with the no net loss standards in section 6.0.

(b) If the requirements of subsection (8)(b)(4)(a) of this section are satisfied, all new construction, substantial improvements, and other development shall comply with all other applicable flood hazard reduction provisions of subsection (8) of this section.

**(5) Standards for Shallow Flooding Areas.** Shallow flooding areas appear on FIRMs as AO zones with depth designations or as AH zones with base flood elevations. For AO zones the base flood depths range from one to three feet above ground where a clearly defined channel does not exist, or where the path of flooding is unpredictable and where velocity flow may be evident. Such flooding is usually characterized as sheet flow. For both AO and AH zones, adequate drainage paths are required around structures on slopes to guide floodwaters around and away from proposed structures.

**(a) Standards for AH Zones.** Development within AH zones must comply with the standards in subsections (8)(a) and (8)(b)(5) of this section.

**(b) Standards for AO Zones.** In AO zones, the following provisions apply in addition to the requirements in subsections (8)(a) and (8)(b)(5) of this section:

i. New construction, conversion to, and substantial improvement of residential structures and manufactured dwellings within AO zones shall have the lowest floor, including basement,

elevated above the highest grade adjacent to the building, at minimum to or above the depth number specified on the flood insurance rate maps (FIRM) (at least two feet if no depth number is specified). For manufactured dwellings the lowest floor is considered to be the bottom of the longitudinal chassis frame beam.

ii. New construction, conversion to, and substantial improvements of nonresidential structures within AO zones shall either:

(i) Have the lowest floor (including basement) elevated above the highest adjacent grade of the building site, at minimum to or above the depth number specified on the flood insurance rate maps (FIRMS) (at least two feet if no depth number is specified); or

(ii) Together with attendant utility and sanitary facilities, be completely floodproofed to or above the depth number specified on the FIRM or a minimum of two feet above the highest adjacent grade if no depth number is specified, so that any space below that level is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effects of buoyancy. If this method is used, compliance shall be certified by a registered professional engineer or architect as stated in subsection (8)(b)(3)(c)(i)(ii)(3) of this section.

(iii) Recreational vehicles placed on sites within AO zones on the community's flood insurance rate maps (FIRM) shall either:

1. Be on the site for fewer than 180 consecutive days; and

2. Be fully licensed and ready for highway use, on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions; or

3. Meet the elevation requirements of subsection (8)(b)(5)(b) of this section and the anchoring and other requirements for manufactured dwellings of subsection (8)(b)(3)(d) of this section.

(iv) In AO zones, new and substantially improved appurtenant structures must comply with the standards in subsection (8)(b)(3)(f) of this section.

(v) In AO zones, enclosed areas beneath elevated structures shall comply with the requirements in subsection (8)(a) of this section. [Ord. 987 § 1 (Exh. A), 2022.]

## 6. Standards for Protections of SFHA Floodplain Functions

Adherent to the NMFS 2016 Biological Opinion, mitigation is necessary to ensure no net loss in floodplain functions. FEMA's 2024 Draft Oregon Implementation Plan identifies proxies that provide measurable actions that can prevent the no net loss of the parent floodplain functions. These proxies include undeveloped space, pervious surfaces, and trees to account for a no net loss in respective floodplain functions of floodplain storage, water quality, and vegetation. Mitigation of these proxies must be completed to ensure compliance with no net loss standards. No net loss applies to the net change in floodplain functions as compared to existing conditions at the time of

proposed development and mitigation must be addressed to the floodplain function that is receiving the detrimental impact. The standards described below apply to all special flood hazard areas as defined in Section 2.0.

## **6.1 NO NET LOSS STANDARDS**

A. No net loss of the proxies for the floodplain functions mentioned in Section 1 is required for development in the special flood hazard area that would reduce undeveloped space, increase impervious surface, or result in a loss of trees that are 6-inches dbh or greater. No net loss can be achieved by first avoiding negative effects to floodplain functions to the degree possible, then minimizing remaining effects, then replacing and/or otherwise compensating for, offsetting, or rectifying the residual adverse effects to the three floodplain functions.

B. Compliance with no net loss for undeveloped space or impervious surface is preferred to occur prior to the loss of habitat function but, at a minimum, shall occur concurrently with the loss.

C. No net loss must be provided within, in order of preference: 1) the lot or parcel that floodplain functions were removed from, 2) the same reach of the waterbody where the development is proposed, or 3) the special flood hazard area within the same hydrologically connected area as the proposed development. Table 1 presents the no net loss ratios, which increase based on the preferences listed above.

### **6.1.1 UNDEVELOPED SPACE**

A. Development proposals shall not reduce the fish-accessible and egress-able habitat and flood storage volume created by undeveloped space within the special flood hazard area. A development proposal with an activity that would impact undeveloped space shall achieve no net loss of fish-accessible and egress-able space and flood storage volume.

i. Lost undeveloped space must be replaced with fish-accessible and egress-able compensatory volume based on the ratio in Table 1.

ii. Hydrologically connected to the waterbody that is the flooding source;

iii. Designed so that there is no increase in velocity.

### **6.1.2 IMPERVIOUS SURFACES**

Impervious surface mitigation shall be mitigated through any of the following options:

A. Development proposals shall not result in a net increase in impervious surface area within the SFHA through the use of ratios prescribed in Table 1, or

B. Use low impact development or green infrastructure to infiltrate and treat stormwater produced by the new impervious surface, as documented by a qualified professional, or

C. If prior methods are not feasible and documented by a qualified professional stormwater retention is required to ensure no increase in peak volume or flow and to maximize infiltration, and treatment is required to minimize pollutant loading. See section 6.2.C for stormwater retention specifications.

### 6.1.3 TREES

A. Development proposals shall result in no net loss of trees 6-inches dbh or greater within the special flood hazard area.

- i. Trees of or exceeding 6-inches dbh that are removed from the RBZ, Floodway, or RBZ-fringe must be replaced at the ratios in Table 1 and planted within the special flood hazard area.
- ii. Replacement trees must be native species that would occur naturally in the Level III ecoregion of the impact area.

### 6.2 STORMWATER MANAGEMENT

Any development proposal that cannot mitigate as specified in 6.1.2(A)-(B) must include the following:

A. Water quality (pollution reduction) treatment for post-construction stormwater runoff from any net increase in impervious area; and

B. Water quantity treatment (retention or detention facilities) unless the outfall discharges into the ocean.

C. Retention and detention facilities must:

- i. Limit discharge to match the pre-development peak discharge rate (i.e., the discharge rate of the site based on its natural groundcover and grade before any development occurred) for the 10-year peak flow using a continuous simulation for flows between 50 percent of the 2-year event and the 10-year flow event (annual series).
- ii. Treat stormwater to remove sediment and pollutants from impervious surfaces such that at least 80 percent of the suspended solids are removed from the stormwater prior to discharging to the receiving water body.
- iii. Be designed to not entrap fish.
- iv. Be certified by a qualified professional.

D. Detention facilities must:

- i. Drain to the source of flooding.
- ii. Designed by a qualified professional.

E. Stormwater treatment practices for multi-parcel facilities, including subdivisions, shall have an enforceable operation and maintenance agreement to ensure the system functions as designed. This agreement will include:

- i. Access to stormwater treatment facilities at the site by the City of Harrisburg for the purpose of inspection and repair.
- ii. A legally binding document specifying the parties responsible for the proper maintenance of the stormwater treatment facilities. The agreement will be recorded and bind subsequent purchasers and sellers even if they were not party to the original agreement.

iii. For stormwater controls that include vegetation and/or soil permeability, the operation and maintenance manual must include maintenance of these elements to maintain the functionality of the feature.

iv. The responsible party for the operation and maintenance of the stormwater facility shall have the operation and maintenance manual on site and available at all times. Records of the maintenance and repairs shall be retained and made available for inspection by the City of Harrisburg for five years.

### **6.3 ACTIVITIES EXEMPT FROM NO NET LOSS STANDARDS**

The following activities are not subject to the no net loss standards in Section 6.1; however, they may not be exempt from floodplain development permit requirements.

A. Normal maintenance of structures, such as re-roofing and replacing siding, provided there is no change in the footprint or expansion of the roof of the structure;

B. Normal street, sidewalk, and road maintenance, including filling potholes, repaving, and installing signs and traffic signals, that does not alter contours, use, or alter culverts and is less than six inches above grade. Activities exempt do not include expansion of paved areas;

C. Routine maintenance of landscaping that does not involve grading, excavation, or filling;

D. Routine agricultural practices such as tilling, plowing, harvesting, soil amendments, and ditch cleaning that does not alter the ditch configuration provided the spoils are removed from special flood hazard area or tilled into fields as a soil amendment;

E. Routine silviculture practices (harvesting of trees), including hazardous fuels reduction and hazard tree removal as long as root balls are left in place;

F. Removal of noxious weeds and hazard trees, and replacement of non-native vegetation with native vegetation;

G. Normal maintenance of above ground utilities and facilities, such as replacing downed power lines and utility poles provided there is no net change in footprint;

H. Normal maintenance of a levee or other flood control facility prescribed in the operations and maintenance plan for the levee or flood control facility. Normal maintenance does not include repair from flood damage, expansion of the prism, expansion of the face or toe or addition of protection on the face or toe with rock armor.

I. Habitat restoration activities.

J. Pre-emptive removal of documented susceptible trees to manage the spread of invasive species.

K. Projects that are covered under separate consultations under Section 4(d), 7, or 10 of the Endangered Species Act (ESA).

### **6.4 RIPARIAN BUFFER ZONE (RBZ)**

A. The Riparian Buffer Zone is measured from the ordinary high-water line of a fresh waterbody (lake; pond; ephemeral, intermittent, or perennial stream) or mean higher-high water of a marine shoreline or tidally influenced river reach to 170 feet horizontally on each side of the

stream or inland of the MHHW. The riparian buffer zone includes the area between these outer boundaries on each side of the stream, including the stream channel.

B. Habitat restoration activities in the RBZ are considered self-mitigating and are not subject to the no net loss standards described above.

C. Functionally dependent uses are only subject to the no net loss standards in Section 6.1 for development in the RBZ. Ancillary features that are associated with but do not directly impact the functionally dependent use in the RBZ (including manufacturing support facilities and restrooms) are subject to the beneficial gain standard in addition to no net loss standards.

D. Any other use of the RBZ requires a greater offset to achieve no net loss of floodplain functions, on top of the no net loss standards described above, through the beneficial gain standard.

E. Under FEMA's beneficial gain standard, an area within the same reach of the project and equivalent to 5% of the total project area within the RBZ shall be planted with native herbaceous, shrub and tree vegetation.

**Table 1 No Net Loss Standards**

| <u>Basic Mitigate Ratios</u>   | <u>Undeveloped Space (ft<sup>3</sup>)</u> | <u>Impervious Surface (ft<sup>2</sup>)</u> | <u>Trees (6" &lt; dbh ≤ 20")</u> | <u>Trees (20" &lt; dbh ≤ 39")</u> | <u>Trees (39" &lt; dbh)</u> |
|--|---|--|----------------------------------|-----------------------------------|-----------------------------|
| <u>RBZ and Floodway</u>  | <u>2:1</u>                                | <u>1:1</u>                                 | <u>3:1</u>                       | <u>5:1</u>                        | <u>6:1</u>                  |
| <u>RBZ-Fringe</u>  | <u>1.5:1</u>                              | <u>1:1</u>                                 | <u>2:1</u>                       | <u>4:1</u>                        | <u>5:1</u>                  |
| <u>Mitigation multipliers</u>  |   |  |                                  |                                   |                             |
| <u>Mitigation onsite to Mitigation offsite, same reach</u>   | <u>100%</u>                               | <u>100%</u>                                | <u>100%</u>                      | <u>100%</u>                       | <u>100%</u>                 |
| <u>Mitigation onsite to Mitigation offsite, different reach, same watershed (5<sup>th</sup> field)</u> | <u>200%</u>                               | <u>200%</u>                                | <u>200%</u>                      | <u>200%</u>                       | <u>200%</u>                 |

Notes:

1. Mitigation multipliers of 100% result in the required mitigation occurring at the same value described by the ratios above, while multipliers of 200% result in the required mitigation being doubled.
  - a. For example, if a development would create 1,000 square feet of new impervious surface, then 1,000 square feet of new pervious surface would need to be created. However, if only 500 square feet can be created within the same reach, the remaining 500 square feet created with a different reach would need to be double



the required amount because of the 200 percent multiplier . In other words, another 1,000 square feet of pervious surface would need to be created at the location in the different reach, in addition to the 500 square feet created within the same reach.

**ORDINANCE NO. 1008**

**AN ORDINANCE AMENDING HARRISBURG MUNICIPAL CODE 18.55.070 FLOOD  
HAZARD MANAGEMENT CODE, AND REPEALING HMC 15.20 FLOOD DAMAGE  
PREVENTION**

WHEREAS, FEMA is requiring Cities in western Oregon to Adopt new Flood Management Code which allows for no net loss of habitat protecting fish; and,

WHEREAS, the City of Harrisburg does not wish to lose funding available from the federal government, nor does it want to lose the ability of our citizens to be covered by FEMA during a disaster; and,

WHEREAS, Harrisburg Municipal Code (HMC) Chapter 18.55.070 Provides an amendment to the Harrisburg Flood Management Code as required;

**NOW THEREFORE, THE CITY OF HARRISBURG ORDAINS AS FOLLOWS:**

**Section 1.** Harrisburg Municipal Code Chapter 18.55.070 is amended by the wording shown in Exhibit A.

Section 2. HMC 15.20 Flood Management Code is hereby repealed.

PASSED by the Council this 13<sup>th</sup> Day of May 2025.

APPROVED by the Pro-Tem Council President this 13<sup>th</sup> Day of May 2025

EFFECTIVE DATE: July 1, 2025.

\_\_\_\_\_  
Pro-tem Council President Randy Klemm

ATTEST:

\_\_\_\_\_  
City Recorder

## **18.55.070 Flood hazard management statutory authority, findings of fact, purpose, and methods.**

**1. Statutory Authorization.** The State of Oregon has in ORS 197.175 delegated the responsibility to local governmental units to adopt floodplain management regulations designed to promote the public health, safety, and general welfare of its citizenry.

Therefore, the City of Harrisburg does ordain as follows:

### **2. Findings of Fact.**

a. The flood hazard areas of the City of Harrisburg preserve the natural and beneficial values served by floodplains but are subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare.

b. These flood losses may be caused by the cumulative effect of obstructions in special flood hazard areas which increase flood heights and velocities, and, when inadequately anchored, cause damage in other areas. Uses that are inadequately floodproofed, elevated, or otherwise protected from flood damage also contribute to flood loss.

**3. Statement of Purpose.** It is the purpose of this section to promote public health, safety, and general welfare, and to minimize public and private losses due to flooding in flood hazard areas by provisions designed to:

a. Protect human life and health;

b. Minimize expenditure of public money for costly flood control projects;

c. Preserve natural and beneficial floodplain functions

d. Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;

e. Minimize prolonged business interruptions;

f. Minimize damage to public facilities and utilities such as water and gas mains; electric, telephone and sewer lines; and streets and bridges located in special flood hazard areas;

g. Help maintain a stable tax base by providing for the sound use and development of flood hazard areas so as to minimize blight areas caused by flooding;

h. Notify potential buyers that the property is in a special flood hazard area;

i. Notify those who occupy special flood hazard areas that they assume responsibility for their actions;

j. Participate in and maintain eligibility for flood insurance and disaster relief.

**4. Methods of Reducing Flood Losses.** In order to accomplish its purposes, this section includes methods and provisions for:

a. Restricting or prohibiting development which is dangerous to health, safety, and property due to water or erosion hazards, or which results in damaging increases in erosion or in flood heights or velocities;

b. Requiring that development vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;

c. Controlling the alteration of natural floodplains, stream channels, and natural protective barriers, which help accommodate or channel floodwaters;

d. Controlling filling, grading, dredging, and other development which may increase flood damage;

e. Preventing or regulating the construction of flood barriers which will unnaturally divert floodwaters or may increase flood hazards in other areas.

f. Employing a standard of “no net loss” of natural and beneficial floodplain functions.

**5. Definitions.** Unless specifically defined below, words or phrases used in this section shall be interpreted so as to give them the meaning they have in common usage.

“Ancillary Features” means features of a development that are not directly related to the primary purpose of the development.

“Appeal” means a request for a review of the interpretation of any provision of this section or a request for a variance.

“Area of shallow flooding” means a designated Zone AO, AH, AR/AO or AR/AH on a community’s flood insurance rate map (FIRM) with a one percent or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

“Area of special flood hazard” means the land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year. It is shown on the flood insurance rate map (FIRM) as Zone A, AO, AH, A1-30, AE, A99, AR. “Special flood hazard area” is synonymous in meaning and definition with the phrase “area of special flood hazard.”

“Base flood” means the flood having a one percent chance of being equaled or exceeded in any given year.

“Base flood elevation (BFE)” means the elevation to which floodwater is anticipated to rise during the base flood.

“Basement” means any area of the building having its floor subgrade (below ground level) on all sides.

“Below-grade crawl space” means an enclosed area below the base flood elevation in which the interior grade is not more than two feet below the lowest adjacent exterior grade and the height, measured from the interior grade of the crawl space to the top of the crawl space foundation, does not exceed four feet at any point.

Building. See “Structure.”

“Critical facility” means a facility for which even a slight chance of flooding might be too great. Critical facilities include, but are not limited to, schools, nursing homes, hospitals, police, fire and emergency response installations, installations which produce, use, or store hazardous materials or hazardous waste.

“Development” means any manmade change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

“Elevated building” means, for insurance purposes, a nonbasement building which has its lowest elevated floor raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns.

Fill: Placement of any materials such as soil, gravel, crushed stone, or other materials that change the elevation of the floodplain. The placement of fill is considered “development.”

Fish Accessible Space: The volumetric space available to an adult or juvenile individual of the identified 16 ESA-listed fish to access.

Fish Egress-able Space: The volumetric space available to an adult or juvenile individual of the identified 16 ESA-listed fish to exit or leave from.

Flood or Flooding.

a. A general and temporary condition of partial or complete inundation of normally dry land areas from:

(1) The overflow of inland or tidal waters.

(2) The unusual and rapid accumulation or runoff of surface waters from any source.

(3) Mudslides (i.e., mudflows) which are proximately caused by flooding as defined in subsection (a)(2) of this definition and are akin to a river of liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current.

b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in subsection (a)(1) of this definition.

Flood Elevation Study. See “Flood insurance study.”

“Flood insurance rate map (FIRM)” means the official map of a community, on which the Federal Insurance Administrator has delineated both the special hazard areas and the risk premium zones applicable to the community. A FIRM that has been made available digitally is called a digital flood insurance rate map (DFIRM).

“Flood insurance study (FIS)” means an examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of mudslide (i.e., mudflow) and/or flood-related erosion hazards.

“Floodproofing” means any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate risk of flood damage to real estate or improved real property, water and sanitary facilities, structures, and their contents.

“Floodplain” or “flood prone area” means any land area susceptible to being inundated by water from any source. See “Flood or Flooding.”

“Floodplain Storage Capacity” means the volume of floodwater than an area of floodplain can hold during the 1-percent annual chance flood.

“Floodway” means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. Also referred to as “regulatory floodway.”

“Footprint” means the existing measurements of the structure related to the three floodplain functions and their proxies. The footprint related to floodplain storage refers to the volumetric amount of developed space measured from the existing ground level to the BFE, and the footprint related to water quality refers to the area of impervious surface that the structure creates.

“Functionally dependent use” means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship

building and ship repair facilities, and does not include long-term storage or related manufacturing facilities.

“Green Infrastructure” means use of natural or human-made hydrologic features to manage water and provide environmental and community benefits. Green infrastructure uses management approaches and technologies that use, enhance, and/or mimic the natural hydrologic cycle processes of infiltration, evapotranspiration, and reuse. At a large scale, it is an interconnected network of green space that conserves natural systems and provides assorted benefits to human populations. At a local scale, it manages stormwater by infiltrating it into the ground where it is generated using vegetation or porous surfaces, or by capturing it for later reuse. Green infrastructure practices can be used to achieve no net loss of pervious surface by creating infiltration of stormwater in an amount equal to or greater than the infiltration lost by the placement of new impervious surface.

“Habitat Restoration Activities” means activities with the sole purpose of restoring habitats that have only temporary impacts and long-term benefits to habitat. Such projects cannot include ancillary structures such as a storage shed for maintenance equipment, must demonstrate that no rise in the BFE would occur as a result of the project and obtain a CLOMR and LOMR, and have obtained any other required permits (e.g., CWA Section 404 permit).

“Hazard Trees” means standing dead, dying, or diseased trees or ones with a structural defect that makes it likely to fail in whole or in part and that present a potential hazard to a structure or as defined by the community.

Hazardous Material. The Oregon Department of Environmental Quality defines hazardous materials to include any of the following:

- a. Hazardous waste as defined in ORS 466.005;
- b. Radioactive waste as defined in ORS 469.300, radioactive material identified by the Energy Facility Siting Council under ORS 469.605 and radioactive substances defined in ORS 453.005;
- c. Communicable disease agents as regulated by the Health Division under ORS Chapter 431 and ORS 433.010 to 433.045 and 433.106 to 433.990;
- d. Hazardous substances designated by the United States Environmental Protection Agency (EPA) under Section 311 of the Federal Water Pollution Control Act, P.L. 92-500, as amended;
- e. Substances listed by the United States EPA in Section 40 of the Code of Federal Regulations, Part 302 – Table 302.4 (list of hazardous substances and reportable quantities) and amendments;
- f. Material regulated as a chemical agent under ORS 465.550;
- g. Material used as a weapon of mass destruction, or biological weapon;
- h. Pesticide residue;

i. Dry cleaning solvent as defined by ORS 465.200(9).

“Highest adjacent grade” means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

“Historic structure” means any structure that is:

- a. Listed individually in the National Register of Historic Places (a listing maintained by the Department of the Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- b. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- c. Individually listed on a State inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
- d. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:

(1) By an approved State program as determined by the Secretary of the Interior; or

(2) Directly by the Secretary of the Interior in states without approved programs.

“Hydraulically Equivalent Elevation” means a location (e.g. a site where no net loss standards are implemented) that is approximately equivalent to another (e.g. the impacted site) relative to the same 100-year water surface elevation contour or base flood elevation. This may be estimated based on a point that is along the same approximate line perpendicular to the direction of flow.

“Hydrologically Connected” means the interconnection of groundwater and surface water such that they constitute one water supply and use of either results in an impact to both.

“Impervious Surface” means a surface that cannot be penetrated by water and thereby prevents infiltration and increases the amount and rate of surface water runoff, leading to erosion of stream banks, degradation of habitat, and increased sediment loads in streams. Such surfaces can accumulate large amounts of pollutants that are then “flushed” into local water bodies during storms and can also interfere with recharge of groundwater and the base flows to water bodies.

“Low Impact Development” means an approach to land development (or redevelopment) that works with nature to manage stormwater as close to its source as possible. It employs principles such as preserving and recreating natural landscape features and minimizing effective imperviousness to create functional and appealing site drainage that treats stormwater as a resource rather than a waste product. Low Impact Development refers to designing and implementing practices that can be employed at the site level to control stormwater and help



replicate the predevelopment hydrology of the site. Low impact development helps achieve no net loss of pervious surface by infiltrating stormwater in an amount equal to or greater than the infiltration lost by the placement of new impervious surface. LID is a subset of green infrastructure.

“Letter of Map Change (LOMC)” means an official FEMA determination, by letter, to amend or revise effective flood insurance rate maps and flood insurance studies. The following are categories of LOMCs:

- a. Conditional Letter of Map Amendment (CLOMA). A CLOMA is FEMA’s comment on a proposed structure or group of structures that would, upon construction, be located on existing natural ground above the base (one percent annual chance) flood elevation on a portion of a legally defined parcel of land that is partially inundated by the base flood.
- b. Conditional Letter of Map Revision (CLOMR). A CLOMR is FEMA’s comment on a proposed project that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective base flood elevations, or the special flood hazard area.
- c. Conditional Letter of Map Revision Based on Fill (CLOMR-F). A CLOMR-F is FEMA’s comment on a proposed project that would, upon construction, result in a modification of the special flood hazard area through the placement of fill outside the existing regulatory floodway.
- d. Letter of Map Amendment (LOMA). An official amendment, by letter, to the flood insurance rate maps (FIRMs) based on technical data showing that an existing structure, parcel of land or portion of a parcel of land that is naturally high ground, (i.e., has not been elevated by fill) above the base flood, that was inadvertently included in the special flood hazard area.
- e. Letter of Map Revision (LOMR). A LOMR is FEMA’s modification to an effective flood insurance rate map (FIRM), or flood boundary and floodway map (FBFM), or both. LOMRs are generally based on the implementation of physical measures that affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective base flood elevations, or the SFHA. The LOMR officially revises the FIRM or FBFM, and sometimes the flood insurance study (FIS) report, and, when appropriate, includes a description of the modifications. The LOMR is generally accompanied by an annotated copy of the affected portions of the FIRM, FBFM, or FIS report.
- f. Letter of Map Revision Based on Fill (LOMR-F). A LOMR-F is FEMA’s modification of the special flood hazard area shown on the flood insurance rate map (FIRM) based on the placement of fill outside the existing regulatory floodway.
- g. PMR. A PMR is FEMA’s physical revision and republication of an effective flood insurance rate map (FIRM) or flood insurance study (FIS) report. PMRs are generally based on physical measures that affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective base flood elevations, or the special flood hazard area.

“Lowest floor” means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood-resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area is not considered a building’s lowest floor; provided, that such enclosure is not built so as to render the structure in violation of the applicable nonelevation design requirements of this section.

“Manufactured dwelling” means a structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term “manufactured dwelling” does not include a “recreational vehicle” and is synonymous with “manufactured home.”

“Manufactured dwelling park or subdivision” means a parcel (or contiguous parcels) of land divided into two or more manufactured dwelling lots for rent or sale.

“Mean Higher-High Water” (MHHW) means the average of the higher-high water height of each tidal day observed over the National Tidal Datum Epoch.

“Mean sea level” means, for purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which base flood elevations shown on a community’s flood insurance rate map are referenced.

“New Construction” means for floodplain management purposes, structures for which the “start of construction” commenced on or after the effective date of a floodplain management regulation adopted by the City of Harrisburg and includes any subsequent improvements to such structures.

“No Net Loss” means a standard where adverse impacts must be avoided or offset through adherence to certain requirements so that there is no net change in the function from the existing condition when a development application is submitted to the state, tribal, or local jurisdiction. The floodplain functions of floodplain storage, water quality, and vegetation must be maintained.

“Offsite” means mitigation occurring outside of the project area.

“Onsite” means mitigation occurring within the project area.

“Ordinary High Water Mark” means the line on the shore established by the fluctuations of water and indicated by physical characteristics such as a clear, natural line impressed on the bank; shelving; changes in the character of soil; destruction of terrestrial vegetation; the presence of litter and debris; or other appropriate means that consider the characteristics of the surrounding areas.

“Pervious Surface” means surfaces that allow rain and snowmelt to seep into the soil and gravel below. Pervious surface may also be referred to as permeable surface.

“Qualified Professional” means appropriate subject matter expert that is defined by the community.

“Reach” means a section of a stream or river along which similar hydrologic conditions exist, such as discharge, depth, area, and slope. It can also be the length of a stream or river (with varying conditions) between major tributaries or two stream gages, or a length of river for which the characteristics are well described by readings at a single stream gage.

“Recreational vehicle” means a vehicle which is:

- a. Built on a single chassis;
- b. Four hundred square feet or less when measured at the largest horizontal projection;
- c. Designed to be self-propelled or permanently towable by a light duty truck; and
- d. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

“Riparian” means of, adjacent to, or living on, the bank of a river, lake, pond, or other water body.

“Riparian Buffer Zone (RBZ)” means the outer boundary of the riparian buffer zone is measured from the ordinary high-water line of a fresh waterbody (lake; pond; ephemeral, intermittent, or perennial stream) or mean higher-high water line of a marine shoreline or tidally influenced river reach to 170 feet horizontally on each side of the stream or 170 feet inland from the MHHW. The riparian buffer zone includes the area between these outer boundaries on each side of the stream, including the stream channel. Where the RBZ is larger than the special flood hazard area, the no net loss standards shall only apply to the area within the special flood hazard area.

“Riparian Buffer Zone Fringe” means the area outside of the RBZ and floodway but still within the SFHA.

“Silviculture” means the art and science of controlling the establishment, growth, composition, health, and quality of forests and woodlands.

Special Flood Hazard Area. See “Area of special flood hazard.”

“Start of construction” includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days from the date of the permit. The “actual start” means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured dwelling on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement,

the “actual start of construction” means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

“Structure” means, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured dwelling.

“Substantial damage” means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

“Substantial improvement” means any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures which have incurred “substantial damage,” regardless of the actual repair work performed. The term does not, however, include any project for improvement of a structure to correct existing violations of State or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or any alteration of a structure listed on the National Register of Historic Places or a State inventory of historic places.

“Undeveloped Space” means the volume of flood capacity and fish-accessible/egress-able habitat from the existing ground to the Base Flood Elevation that has not been reduced due to activity that meets FEMA’s definition of development. Examples of development that impede undeveloped space includes, but is not limited to, the addition of fill, structures, concrete structures (vaults or tanks), pilings, levees and dikes, or any other development that reduces flood storage volume and fish accessible/egress-able habitat.

“Variance” means a grant of relief by the City of Harrisburg from the terms of a floodplain management regulation.

“Violation” means the failure of a structure or other development to be fully compliant with the community’s floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this section is presumed to be in violation until such time as that documentation is provided.

“Water dependent” means a structure for commerce or industry which cannot exist in any other location and is dependent on the water by reason of the intrinsic nature of its operations.

“Water surface elevation” means the height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929, or other datum, of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

## **6. General Provisions.**

**a. Lands to Which This Section Applies.** This section shall apply to all special flood hazard areas within the jurisdiction of the City of Harrisburg.

**b. Basis for Establishing the Special Flood Hazard Areas.** The special flood hazard areas identified by the Federal Insurance Administrator in a scientific and engineering report entitled “The Flood Insurance Study (FIS) for Linn County, Oregon and Incorporated Areas,” dated July 31, 2019, with accompanying flood insurance rate maps (FIRMs) 40143C1116G, 40143C1118G, and 41043C1119G, are hereby adopted by reference and declared to be a part of this section. The FIS and FIRM panels are on file at City Hall, located at 120 Smith St.

**c. Coordination with State of Oregon Specialty Codes.** Pursuant to the requirement established in ORS Chapter 455 that the City of Harrisburg administers and enforces the State of Oregon Specialty Codes, the City of Harrisburg does hereby acknowledge that the Oregon Specialty Codes contain certain provisions that apply to the design and construction of buildings and structures located in special flood hazard areas. Therefore, this section is intended to be administered and enforced in conjunction with the Oregon Specialty Codes.

**d. Compliance and Penalties for Noncompliance.**

(1) Compliance. All development within special flood hazard areas is subject to the terms of this section and required to comply with its provisions and all other applicable regulations.

(2) Penalties for Noncompliance. No structure or land shall hereafter be constructed, located, extended, converted, or altered without full compliance with the terms of this section and other applicable regulations. Violations of the provisions of this section by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a violation of the Harrisburg Municipal Code, punishable by a fine not to exceed \$500.00 per offense. Continuing violations are assessed for each day during which the violation occurs after notice of violation has been served upon the violator. Nothing contained herein shall prevent the City of Harrisburg from taking such other lawful action as is necessary to prevent or remedy any violation.

**e. Abrogation and Severability.**

(1) Abrogation. This section is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this section and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

(2) Severability. This section and the various parts thereof are hereby declared to be severable. If any subsection, clause, sentence, or phrase of this section is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this section.

**f. Interpretation.** In the interpretation and application of this section, all provisions shall be:

- (1) Considered as minimum requirements;
- (2) Liberally construed in favor of the governing body; and
- (3) Deemed neither to limit nor repeal any other powers granted under State statutes.

**g. Warning and Disclaimer of Liability.**

(1) **Warning.** The degree of flood protection required by this section is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by manmade or natural causes. this section does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages.

(2) **Disclaimer of Liability.** This section shall not create liability on the part of the City of Harrisburg, any officer or employee thereof, or the Federal Insurance Administrator for any flood damages that result from reliance on this section or any administrative decision lawfully made hereunder.

**7. Administration.**

**a. Designation of the Floodplain Administrator.** The City Administrator, and his/her designee, is hereby appointed to administer, implement, and enforce this section by granting or denying development permits in accordance with its provisions. The Floodplain Administrator may delegate authority to implement these provisions.

**b. Duties and Responsibilities of the Floodplain Administrator.** Duties of the Floodplain Administrator, or their designee, shall include, but not be limited to:

(1) **Permit Review.** Review all development permits to determine that:

- (a) The permit requirements of this section have been satisfied;
- (b) All other required local, State, and Federal permits have been obtained and approved;
- (c) Review all development permits to determine if the proposed development is located in a floodway. If located in the floodway, assure that the floodway provisions of this section in subsection (8)(b) of this section are met; and
- (d) Review all development permits to determine if the proposed development is located in an area where base flood elevation (BFE) data is available either through the flood insurance study (FIS) or from another authoritative source. If BFE data is not available, then ensure compliance with the provisions of subsection (8)(a)(7) of this section;
- (e) Provide to building officials the base flood elevation (BFE) applicable to any building requiring a development permit;

(f) Review all development permit applications to determine if the proposed development qualifies as a substantial improvement as defined in subsection (5) of this section;

(g) Review all development permits to determine if the proposed development activity is a watercourse alteration. If a watercourse alteration is proposed, ensure compliance with the provisions in subsection (8)(a)(1) of this section; and

(h) Review all development permits to determine if the proposed development activity includes the placement of fill or excavation.

(i) Determine whether the proposed development activity complies with the no net loss standards in Section 6.0.

**(2) Information to Be Obtained and Maintained.** The following information shall be obtained and maintained and shall be made available for public inspection as needed:

(a) Obtain, record, and maintain the actual elevation (in relation to mean sea level) of the lowest floor (including basements) and all attendant utilities of all new or substantially improved structures where base flood elevation (BFE) data is provided through the flood insurance study (FIS), flood insurance rate map (FIRM), or obtained in accordance with subsection (8)(a)(7) of this section.

(b) Obtain and record the elevation (in relation to mean sea level) of the natural grade of the building site for a structure prior to the start of construction and the placement of any fill and ensure that the requirements of subsections (7)(b)(1)(b) and (8)(b)(4) of this section are adhered to.

(c) Upon placement of the lowest floor of a structure (including basement) but prior to further vertical construction, obtain documentation, prepared and sealed by a professional licensed surveyor or engineer, certifying the elevation (in relation to mean sea level) of the lowest floor (including basement).

(d) Where base flood elevation data are utilized, obtain as-built certification of the elevation (in relation to mean sea level) of the lowest floor (including basement) prepared and sealed by a professional licensed surveyor or engineer, prior to the final inspection.

(e) Maintain all elevation certificates (EC) submitted to the community.

(f) Obtain, record, and maintain the elevation (in relation to mean sea level) to which the structure and all attendant utilities were floodproofed for all new or substantially improved floodproofed structures where allowed under this section and where base flood elevation (BFE) data is provided through the FIS, FIRM, or obtained in accordance with subsection (8)(a)(7) of this section.

(g) Maintain all floodproofing certificates required under this section.

- (h) Record and maintain all variance actions, including justification for their issuance.
- (i) Obtain and maintain all hydrologic and hydraulic analyses performed as required under subsection (8)(b)(4) of this section.
- (j) Record and maintain all substantial improvement and substantial damage calculations and determinations as required under subsection (7)(b)(4) of this section.
- (k) Documentation of how no net loss standards have been met (See Section 6.0)
- (l) Maintain for public inspection all records pertaining to the provisions of this section.

### **(3) Requirement to Notify Other Entities and Submit New Technical Data.**

**(a) Community Boundary Alterations.** The Floodplain Administrator shall notify the Federal Insurance Administrator in writing whenever the boundaries of the community have been modified by annexation or the community has otherwise assumed authority or no longer has authority to adopt and enforce floodplain management regulations for a particular area to ensure that all flood hazard boundary maps (FHBM) and flood insurance rate maps (FIRM) accurately represent the community's boundaries. Include within such notification a copy of a map of the community suitable for reproduction, clearly delineating the new corporate limits or new area for which the community has assumed or relinquished floodplain management regulatory authority.

**(b) Watercourse Alterations.** Notify adjacent communities, the Department of Land Conservation and Development, and other appropriate State and Federal agencies, prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Insurance Administration. This notification shall be provided by the applicant to the Federal Insurance Administration as a Letter of Map Revision (LOMR) along with either:

- i. A proposed maintenance plan to assure the flood-carrying capacity within the altered or relocated portion of the watercourse is maintained; or
- ii. Certification by a registered professional engineer that the project has been designed to retain its flood-carrying capacity without periodic maintenance.

The applicant shall be required to submit a Conditional Letter of Map Revision (CLOMR) when required under subsection (7)(b)(3)(c) of this section. Ensure compliance with all applicable requirements in subsections (7)(b)(3)(c) and (8)(a)(1) of this section.

**(c) Requirement to Submit New Technical Data.** A community's base flood elevations may increase or decrease resulting from physical changes affecting flooding conditions. As soon as practicable, but not later than six months after the date such information becomes available, a community shall notify the Federal Insurance Administrator of the changes by submitting technical or scientific data in accordance with Title 44 CFR, Section 65.3. The community may require the applicant to submit such data and review fees required for compliance with this section through the applicable FEMA Letter of Map Change (LOMC) process.



The Floodplain Administrator shall require a Conditional Letter of Map Revision prior to the issuance of a floodplain development permit for:

- i. Proposed floodway encroachments that increase the base flood elevation; and
- ii. Proposed development which increases the base flood elevation by more than one foot in areas where FEMA has provided base flood elevations but no floodway.

An applicant shall notify FEMA within six months of project completion when an applicant has obtained a Conditional Letter of Map Revision (CLOMR) from FEMA. This notification to FEMA shall be provided as a Letter of Map Revision (LOMR).

The applicant shall be responsible for preparing all technical data to support CLOMR/LOMR applications and paying any processing or application fees associated with the CLOMR/LOMR.

The Floodplain Administrator shall be under no obligation to sign the Community Acknowledgment Form, which is part of the CLOMR/LOMR application, until the applicant demonstrates that the project will or has met the requirements of this code and all applicable State and Federal permits.

(4) Substantial Improvement and Substantial Damage Assessments and Determinations. Conduct substantial improvement (SI) (as defined in subsection (5) of this section) reviews for all structural development proposal applications and maintain a record of SI calculations within permit files in accordance with subsection (7)(b)(2) of this section. Conduct substantial damage (SD) (as defined in subsection (5) of this section) assessments when structures are damaged due to a natural hazard event or other causes. Make SD determinations whenever structures within the special flood hazard area (as established in subsection (6)(b) of this section) are damaged to the extent that the cost of restoring the structure to its before-damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

### **c. Establishment of Development Permit.**

**(1) Floodplain Development Permit Required.** A development permit shall be obtained before construction or development begins within any area horizontally within the special flood hazard area established in subsection (6)(b) of this section. The development permit shall be required for all structures, including manufactured dwellings, and for all other development, as defined in subsection (5) of this section, including fill and other development activities.

**(2) Application for Development Permit.** Application for a development permit may be made on forms furnished by the Floodplain Administrator and may include, but not be limited to, plans in duplicate drawn to scale showing the nature, location, dimensions, and elevations of the area in question, existing or proposed structures, fill, storage of materials, drainage facilities, and the location of the foregoing. Specifically, the following information is required:

(a) In riverine flood zones, the proposed elevation (in relation to mean sea level), of the lowest floor (including basement) and all attendant utilities of all new and substantially improved structures, in accordance with the requirements of subsection (7)(b)(2) of this section.

(b) Proposed elevation in relation to mean sea level to which any nonresidential structure will be floodproofed.

(c) Certification by a registered professional engineer or architect licensed in the State of Oregon that the floodproofing methods proposed for any nonresidential structure meet the floodproofing criteria for nonresidential structures in subsection (8)(b)(3)(c) of this section.

(d) Description of the extent to which any watercourse will be altered or relocated.

(e) Base flood elevation data for subdivision proposals or other development when required per subsections (7)(b)(1) and (8)(a)(6) of this section.

(f) Substantial improvement calculation for any improvement, addition, reconstruction, renovation, or rehabilitation of an existing structure.

(g) The amount and location of any fill or excavation activities proposed.

**d. Variance Procedure.** The issuance of a variance is for floodplain management purposes only. Flood insurance premium rates are determined by Federal statute according to actuarial risk and will not be modified by the granting of a variance.

#### **(1) Conditions for Variances.**

(a) Generally, variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, in conformance with the provisions of subsections (7)(d)(1)(b) through (e) of this section. As the lot size increases beyond one-half acre, the technical justification required for issuing a variance increases.

(b) Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.

(c) Variances shall not be issued within any floodway if any increase in flood levels during the base flood discharge would result.

(d) Variances shall only be issued upon:

i. A showing of good and sufficient cause;

ii. A determination that failure to grant the variance would result in exceptional hardship to the applicant;

iii. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing laws or ordinances.

(e) Variances may be issued for the repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation of historic structures will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.

(f) Variances may be issued by a community for new construction and substantial improvements and for other development necessary for the conduct of a functionally dependent use; provided, that the criteria of subsections (7)(d)(1)(b) through (e) of this section are met, and the structure or other development is protected by methods that minimize flood damage during the base flood and create no additional threats to public safety.

(g) Variances shall not be issued unless it is demonstrated that the development will not result in net loss of the following proxies for the three floodplain functions in the SFHA: undeveloped space; pervious surface; or trees 6 inches dbh or greater (see Section 6.0 and associated options in Table 1).

**(2) Variance Notification.** Any applicant to whom a variance is granted shall be given written notice that the issuance of a variance to construct a structure below the base flood elevation will result in increased premium rates for flood insurance and that such construction below the base flood elevation increases risk to life and property. Such notification and a record of all variance actions, including justification for their issuance, shall be maintained in accordance with subsection (7)(b)(2) of this section.

## **8. Provisions for Flood Hazard Reduction.**

**a. General Standards.** In all special flood hazard areas, the no net loss standards (see Section 6.0) and the following standards shall be adhered to:

**(1) Alteration of Watercourses.** Require that the flood-carrying capacity within the altered or relocated portion of said watercourse is maintained. Require that maintenance is provided within the altered or relocated portion of said watercourse to ensure that the flood-carrying capacity is not diminished. Require compliance with subsections (7)(b)(3)(b) and (8)(b)(3)(d) of this section.

### **(2) Anchoring.**

(a) All new construction and substantial improvements shall be anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.

(b) All manufactured dwellings shall be anchored per subsection (8)(b)(3)(d) of this section.

### **(3) Construction Materials and Methods.**

(a) All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.

(b) All new construction and substantial improvements shall be constructed using methods and practices that minimize flood damage.

### **(4) Utilities and Equipment.**

#### **(a) Water Supply, Sanitary Sewer, and On-Site Waste Disposal Systems.**

i. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system.

ii. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of floodwaters into the systems and discharge from the systems into floodwaters.

iii. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding consistent with the Oregon Department of Environmental Quality.

**(b) Electrical, Mechanical, Plumbing, and Other Equipment.** Electrical, heating, ventilating, air conditioning, plumbing, duct systems, and other equipment and service facilities shall be elevated at or above the base flood level or shall be designed and installed to prevent water from entering or accumulating within the components and to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during conditions of flooding. In addition, electrical, heating, ventilating, air conditioning, plumbing, duct systems, and other equipment and service facilities shall, if replaced as part of a substantial improvement, meet all the requirements of this section.

### **(5) Tanks.**

(a) Underground tanks shall be anchored to prevent flotation, collapse and lateral movement under conditions of the base flood.

(b) Aboveground tanks shall be installed at or above the base flood level or shall be anchored to prevent flotation, collapse, and lateral movement under conditions of the base flood.

### **(6) Subdivision Proposals and Other Proposed Developments.**

(a) All new subdivision proposals and other proposed new developments (including proposals for manufactured dwelling parks and subdivisions) greater than 50 lots or five acres, whichever is the lesser, shall include within such proposals, base flood elevation data.

(b) All new subdivision proposals and other proposed new developments (including proposals for manufactured dwelling parks and subdivisions) shall:

- i. Be consistent with the need to minimize flood damage.
- ii. Have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize or eliminate flood damage.
- iii. Have adequate drainage provided to reduce exposure to flood hazards.
- iv. Comply with no net loss standards in section 6.0.

**(7) Use of Other Base Flood Elevation Data.** When base flood elevation data has not been provided in accordance with subsection (6)(b) of this section, the local floodplain administrator shall obtain, review, and reasonably utilize any base flood elevation data available from a Federal, State, or other source, in order to administer subsection (6)(c) of this section. All new subdivision proposals and other proposed new developments (including proposals for manufactured dwelling parks and subdivisions) must meet the requirements of subsection (8)(a)(6) of this section.

Base flood elevations shall be determined for development proposals that are five acres or more in size or are 50 lots or more, whichever is lesser, in any A zone that does not have an established base flood elevation. Development proposals located within a riverine unnumbered A zone shall be reasonably safe from flooding; the test of reasonableness includes use of historical data, high water marks, FEMA-provided base level engineering data, and photographs of past flooding, etc., wherever available. All residential structures and nonresidential structures that are not dry floodproofed need to be a minimum of two feet above the highest adjacent grade.

Failure to elevate at least two feet above grade in these zones may result in higher insurance rates.

**(8) Structures Located in Multiple or Partial Flood Zones.** In coordination with the State of Oregon Specialty Codes:

- (a) When a structure is located in multiple flood zones on the community's flood insurance rate maps (FIRM), the provisions for the more restrictive flood zone shall apply.
- (b) When a structure is partially located in a special flood hazard area, the entire structure shall meet the requirements for new construction and substantial improvements.

**(9) Critical Facilities Located in Multiple or Partial Flood Zones.** Construction of new critical facilities shall be, to the extent possible, located outside the limits of the special flood hazard area. Construction of new critical facilities shall be permissible within the SFHA only if no feasible alternative site is available. Critical facilities constructed within the SFHA shall have the lowest floor elevated three feet above the base flood elevation (BFE) or to the height of the 500-year flood, whichever is higher. Access to and from the critical facility shall also be protected to the height utilized above. Floodproofing and sealing measures must be taken to ensure that toxic substances will not be displaced by or released into floodwaters.

**b. Specific Standards for Riverine (Including All Noncoastal) Flood Zones.** These specific standards shall apply to all new construction and substantial improvements in addition to the general standards contained in subsection (8)(a)(1) of this section and the no net loss standards (see Section 6.0).

**(1) Flood Openings.** All new construction and substantial improvements with fully enclosed areas below the lowest floor (excluding basements) are subject to the following requirements. Enclosed areas below the base flood elevation, including crawl spaces, shall:

(a) Be designed to automatically equalize hydrostatic flood forces on walls by allowing for the entry and exit of floodwaters;

(b) Be used solely for parking, storage, or building access;

(c) Be certified by a registered professional engineer or architect or meet or exceed all of the following minimum criteria:

i. A minimum of two openings;

ii. The total net area of nonengineered openings shall be not less than one square inch for each square foot of enclosed area, where the enclosed area is measured on the exterior of the enclosure walls;

iii. The bottom of all openings shall be no higher than one foot above grade;

iv. Openings may be equipped with screens, louvers, valves, or other coverings or devices; provided, that they shall allow the automatic flow of floodwater into and out of the enclosed areas and shall be accounted for in the determination of the net open area;

v. All additional higher standards for flood openings in the State of Oregon Residential Specialty Code Section R322.2.2 shall be complied with when applicable.

**(2) Garages.**

(a) Attached garages may be constructed with the garage floor slab below the base flood elevation (BFE) in riverine flood zones, if the following requirements are met:

i. If located within a floodway, the proposed garage must comply with the requirements of subsection (8)(b)(4) of this section;

ii. The floors are at or above grade on not less than one side;

iii. The garage is used solely for parking, building access, and/or storage;

iv. The garage is constructed with flood openings in compliance with subsection (8)(b)(1) of this section to equalize hydrostatic flood forces on exterior walls by allowing for the automatic entry and exit of floodwater;

v. The portions of the garage constructed below the BFE are constructed with materials resistant to flood damage;

vi. The garage is constructed in compliance with the standards in subsection (8)(a) of this section; and

vii. The garage is constructed with electrical and other service facilities located and installed so as to prevent water from entering or accumulating within the components during conditions of the base flood.

(b) Detached garages must be constructed in compliance with the standards for appurtenant structures in subsection (8)(b)(3)(f) of this section or nonresidential structures in subsection (8)(b)(3)(c) of this section depending on the square footage of the garage.

**(3) For Riverine (Noncoastal) Special Flood Hazard Areas With Base Flood Elevations.** In addition to the general standards listed in subsection (8)(a) of this section, the following specific standards shall apply in riverine (noncoastal) special flood hazard areas with base flood elevations (BFE): Zones A1-30, AH, and AE.

**(a) Before Regulatory Floodway.** In areas where a regulatory floodway has not been designated, no new construction, substantial improvement, or other development (including fill) shall be permitted within Zones A1-30 and AE on the community's flood insurance rate map (FIRM), unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community and will not result in the net loss of flood storage volume. When determined that structural elevation is not possible and where the placement of fill cannot meet the above standard, impacts to undeveloped space must adhere to the no net loss standards in section 6.1.C.

**(b) Residential Construction.**

i. New construction, conversion to, and substantial improvement of any residential structure shall have the lowest floor, including basement, elevated at least one foot above the base flood elevation (BFE).

ii. Enclosed areas below the lowest floor shall comply with the flood opening requirements in subsection (8)(b)(1) of this section.

**(c) Nonresidential Construction.**

i. New construction, conversion to, and substantial improvement of any commercial, industrial, or other nonresidential structure shall:

(i) Have the lowest floor, including basement, elevated at one foot or more above the base flood elevation (BFE);

(ii) Or, together with attendant utility and sanitary facilities:

1. Be floodproofed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water;

2. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy;

3. Be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting provisions of this section based on their development and/or review of the structural design, specifications and plans. Such certifications shall be provided to the Floodplain Administrator as set forth in subsection (7)(b)(2) of this section.

(iii) Nonresidential structures that are elevated, not floodproofed, shall comply with the standards for enclosed areas below the lowest floor in subsection (8)(b)(1) of this section.

(iv) Applicants floodproofing nonresidential buildings shall be notified that flood insurance premiums will be based on rates that are one foot below the floodproofed level (e.g., a building floodproofed to the base flood level will be rated as one foot below).

**(d) Manufactured Dwellings.**

i. Manufactured dwellings to be placed (new or replacement) or substantially improved that are supported on solid foundation walls shall be constructed with flood openings that comply with subsection (8)(b)(1) of this section;

ii. The bottom of the longitudinal chassis frame beam shall be at or above base flood elevation;

iii. Manufactured dwellings to be placed (new or replacement) or substantially improved shall be anchored to prevent flotation, collapse, and lateral movement during the base flood. Anchoring methods may include, but are not limited to, use of over-the-top or frame ties to ground anchors (reference FEMA's "Manufactured Home Installation in Flood Hazard Areas" guidebook for additional techniques); and

iv. Electrical crossover connections shall be a minimum of 12 inches above base flood elevation (BFE).

**(e) Recreational Vehicles.** Recreational vehicles placed on sites are required to:

i. Be on the site for fewer than 180 consecutive days; and



ii. Be fully licensed and ready for highway use, on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions; or

iii. Meet the requirements of subsection (8)(b)(3)(d) of this section, including the anchoring and elevation requirements for manufactured dwellings.

**(f) Appurtenant (Accessory) Structures.** Relief from elevation or floodproofing requirements for residential and nonresidential structures in riverine (noncoastal) flood zones may be granted for appurtenant structures that meet the following requirements:

i. Appurtenant structures located partially or entirely within the floodway must comply with requirements for development within a floodway found in subsection (8)(b)(4) of this section;

ii. Appurtenant structures must only be used for parking, access, and/or storage and shall not be used for human habitation;

iii. In compliance with State of Oregon Specialty Codes, appurtenant structures on properties that are zoned residential are limited to one- story structures less than 200 square feet, or 400 square feet if the property is greater than two acres in area and the proposed appurtenant structure will be located a minimum of 20 feet from all property lines. Appurtenant structures on properties that are zoned as nonresidential are limited in size to 120 square feet;

iv. The portions of the appurtenant structure located below the base flood elevation must be built using flood-resistant materials;

v. The appurtenant structure must be adequately anchored to prevent flotation, collapse, and lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, during conditions of the base flood;

vi. The appurtenant structure must be designed and constructed to equalize hydrostatic flood forces on exterior walls and comply with the requirements for flood openings in subsection (8)(b)(1) of this section;

vii. Appurtenant structures shall be located and constructed to have low damage potential;

viii. Appurtenant structures shall not be used to store toxic material, oil, or gasoline, or any priority persistent pollutant identified by the Oregon Department of Environmental Quality unless confined in a tank installed in compliance with subsection (8)(a)(5) of this section;

ix. Appurtenant structures shall be constructed with electrical, mechanical, and other service facilities located and installed so as to prevent water from entering or accumulating within the components during conditions of the base flood.

(g) Below-Grade Crawl Spaces. Below-grade crawl spaces are common in Oregon but are highly discouraged for any flood hazard areas in the City of Harrisburg. For below-grade crawl spaces to be allowed, the following guidelines are required:

- i. The building must be designed and adequately anchored to resist flotation, collapse, and lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy. Hydrostatic loads and the effects of buoyancy can usually be addressed through the required flood openings stated in subsection (8)(b)(1) of this section. Because of hydrodynamic loads, crawl space construction is not allowed in areas with flood velocities greater than five feet per second unless the design is reviewed by a qualified design professional, such as a registered architect or professional engineer. Other types of foundations are recommended for these areas.
- ii. The crawl space is an enclosed area below the base flood elevation (BFE) and, as such, must have openings that equalize hydrostatic pressures by allowing the automatic entry and exit of floodwaters. The bottom of each flood vent opening can be no more than one foot above the lowest adjacent exterior grade.
- iii. Portions of the building below the BFE must be constructed with materials resistant to flood damage. This includes not only the foundation walls of the crawl space used to elevate the building, but also any joists, insulation, or other materials that extend below the BFE. The recommended construction practice is to elevate the bottom of joists and all insulation above BFE.
- iv. Any building utility systems within the crawl space must be elevated above BFE or designed so that floodwaters cannot enter or accumulate within the system components during flood conditions. Ductwork, in particular, must either be placed above the BFE or sealed from floodwaters.
- v. The interior grade of a crawl space below the BFE must not be more than two feet below the lowest adjacent exterior grade.
- vi. The height of the below-grade crawl space, measured from the interior grade of the crawl space to the top of the crawl space foundation wall, must not exceed four feet at any point. The height limitation is the maximum allowable unsupported wall height according to the engineering analyses and building code requirements for flood hazard areas.
- vii. There must be an adequate drainage system that removes floodwaters from the interior area of the crawl space. The enclosed area should be drained within a reasonable time after a flood event. The type of drainage system will vary because of the site gradient and other drainage characteristics, such as soil types. Possible options include natural drainage through porous, well-drained soils and drainage systems such as perforated pipes, drainage tiles or gravel or crushed stone drainage by gravity or mechanical means.
- viii. The velocity of floodwaters at the site shall not exceed five feet per second for any crawl space. For velocities in excess of five feet per second, other foundation types should be used.

**(4) Floodways.** Located within the special flood hazard areas established in subsection (6)(b) of this section are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of the floodwaters which carry debris, potential projectiles, and erosion potential, the following provisions apply:

(a) Prohibit encroachments, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless:

i. Certification by a registered professional civil engineer is provided demonstrating through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment shall not result in any increase in flood levels within the community during the occurrence of the base flood discharge; or

ii. A community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations; provided, that conditional approval has been obtained by the Federal Insurance Administrator through the Conditional Letter of Map Revision (CLOMR) application process; all requirements established under 44 CFR Section 65.12 are fulfilled and the encroachment(s) comply with the no net loss standards in section 6.0.

(b) If the requirements of subsection (8)(b)(4)(a) of this section are satisfied, all new construction, substantial improvements, and other development shall comply with all other applicable flood hazard reduction provisions of subsection (8) of this section.

**(5) Standards for Shallow Flooding Areas.** Shallow flooding areas appear on FIRMs as AO zones with depth designations or as AH zones with base flood elevations. For AO zones the base flood depths range from one to three feet above ground where a clearly defined channel does not exist, or where the path of flooding is unpredictable and where velocity flow may be evident. Such flooding is usually characterized as sheet flow. For both AO and AH zones, adequate drainage paths are required around structures on slopes to guide floodwaters around and away from proposed structures.

**(a) Standards for AH Zones.** Development within AH zones must comply with the standards in subsections (8)(a) and (8)(b)(5) of this section.

**(b) Standards for AO Zones.** In AO zones, the following provisions apply in addition to the requirements in subsections (8)(a) and (8)(b)(5) of this section:

i. New construction, conversion to, and substantial improvement of residential structures and manufactured dwellings within AO zones shall have the lowest floor, including basement, elevated above the highest grade adjacent to the building, at minimum to or above the depth number specified on the flood insurance rate maps (FIRM) (at least two feet if no depth number is specified). For manufactured dwellings the lowest floor is considered to be the bottom of the longitudinal chassis frame beam.

ii. New construction, conversion to, and substantial improvements of nonresidential structures within AO zones shall either:

(i) Have the lowest floor (including basement) elevated above the highest adjacent grade of the building site, at minimum to or above the depth number specified on the flood insurance rate maps (FIRMS) (at least two feet if no depth number is specified); or

(ii) Together with attendant utility and sanitary facilities, be completely floodproofed to or above the depth number specified on the FIRM or a minimum of two feet above the highest adjacent grade if no depth number is specified, so that any space below that level is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effects of buoyancy. If this method is used, compliance shall be certified by a registered professional engineer or architect as stated in subsection (8)(b)(3)(c)(i)(ii)(3) of this section.

(iii) Recreational vehicles placed on sites within AO zones on the community's flood insurance rate maps (FIRM) shall either:

1. Be on the site for fewer than 180 consecutive days; and

2. Be fully licensed and ready for highway use, on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions; or

3. Meet the elevation requirements of subsection (8)(b)(5)(b) of this section and the anchoring and other requirements for manufactured dwellings of subsection (8)(b)(3)(d) of this section.

(iv) In AO zones, new and substantially improved appurtenant structures must comply with the standards in subsection (8)(b)(3)(f) of this section.

(v) In AO zones, enclosed areas beneath elevated structures shall comply with the requirements in subsection (8)(a) of this section. [Ord. 987 § 1 (Exh. A), 2022.]

## **(6). STANDARDS FOR PROTECTIONS OF SFHA FLOODPLAIN FUNCTIONS**

Adherent to the NMFS 2016 Biological Opinion, mitigation is necessary to ensure no net loss in floodplain functions. FEMA's 2024 Draft Oregon Implementation Plan identifies proxies that provide measurable actions that can prevent the no net loss of the parent floodplain functions. These proxies include undeveloped space, pervious surfaces, and trees to account for a no net loss in respective floodplain functions of floodplain storage, water quality, and vegetation. Mitigation of these proxies must be completed to ensure compliance with no net loss standards. No net loss applies to the net change in floodplain functions as compared to existing conditions at the time of proposed development and mitigation must be addressed to the floodplain function that is receiving the detrimental impact. The standards described below apply to all special flood hazard areas as defined in Section 2.0.

### **(6.1) NO NET LOSS STANDARDS**

A. No net loss of the proxies for the floodplain functions mentioned in Section 1 is required for development in the special flood hazard area that would reduce undeveloped space,

increase impervious surface, or result in a loss of trees that are 6-inches dbh or greater. No net loss can be achieved by first avoiding negative effects to floodplain functions to the degree possible, then minimizing remaining effects, then replacing and/or otherwise compensating for, offsetting, or rectifying the residual adverse effects to the three floodplain functions.

B. Compliance with no net loss for undeveloped space or impervious surface is preferred to occur prior to the loss of habitat function but, at a minimum, shall occur concurrently with the loss.

C. No net loss must be provided within, in order of preference: 1) the lot or parcel that floodplain functions were removed from, 2) the same reach of the waterbody where the development is proposed, or 3) the special flood hazard area within the same hydrologically connected area as the proposed development. Table 1 presents the no net loss ratios, which increase based on the preferences listed above.

#### **(6.1.1) UNDEVELOPED SPACE**

A. Development proposals shall not reduce the fish-accessible and egress-able habitat and flood storage volume created by undeveloped space within the special flood hazard area. A development proposal with an activity that would impact undeveloped space shall achieve no net loss of fish-accessible and egress-able space and flood storage volume.

- i. Lost undeveloped space must be replaced with fish-accessible and egress-able compensatory volume based on the ratio in Table 1.
- ii. Hydrologically connected to the waterbody that is the flooding source;
- iii. Designed so that there is no increase in velocity.

#### **(6.1.2) IMPERVIOUS SURFACES**

Impervious surface mitigation shall be mitigated through any of the following options:

- A. Development proposals shall not result in a net increase in impervious surface area within the SFHA through the use of ratios prescribed in Table 1, or
- B. Use low impact development or green infrastructure to infiltrate and treat stormwater produced by the new impervious surface, as documented by a qualified professional, or
- C. If prior methods are not feasible and documented by a qualified professional stormwater retention is required to ensure no increase in peak volume or flow and to maximize infiltration, and treatment is required to minimize pollutant loading. See section 6.2.C for stormwater retention specifications.

#### **(6.1.3) TREES**

- A. Development proposals shall result in no net loss of trees 6-inches dbh or greater within the special flood hazard area.

- i. Trees of or exceeding 6-inches dbh that are removed from the RBZ, Floodway, or RBZ-fringe must be replaced at the ratios in Table 1 and planted within the special flood hazard area.
- ii. Replacement trees must be native species that would occur naturally in the Level III ecoregion of the impact area.

## **(6.2) STORMWATER MANAGEMENT**

Any development proposal that cannot mitigate as specified in 6.1.2(A)-(B) must include the following:

- A. Water quality (pollution reduction) treatment for post-construction stormwater runoff from any net increase in impervious area; and
- B. Water quantity treatment (retention or detention facilities) unless the outfall discharges into the ocean.
- C. Retention and detention facilities must:
  - i. Limit discharge to match the pre-development peak discharge rate (i.e., the discharge rate of the site based on its natural groundcover and grade before any development occurred) for the 10-year peak flow using a continuous simulation for flows between 50 percent of the 2-year event and the 10-year flow event (annual series).
  - ii. Treat stormwater to remove sediment and pollutants from impervious surfaces such that at least 80 percent of the suspended solids are removed from the stormwater prior to discharging to the receiving water body.
  - iii. Be designed to not entrap fish.
  - iv. Be certified by a qualified professional.
- D. Detention facilities must:
  - i. Drain to the source of flooding.
  - ii. Designed by a qualified professional.
- E. Stormwater treatment practices for multi-parcel facilities, including subdivisions, shall have an enforceable operation and maintenance agreement to ensure the system functions as designed. This agreement will include:
  - i. Access to stormwater treatment facilities at the site by the City of Harrisburg for the purpose of inspection and repair.
  - ii. A legally binding document specifying the parties responsible for the proper maintenance of the stormwater treatment facilities. The agreement will be recorded and

bind subsequent purchasers and sellers even if they were not party to the original agreement.

iii. For stormwater controls that include vegetation and/or soil permeability, the operation and maintenance manual must include maintenance of these elements to maintain the functionality of the feature.

iv. The responsible party for the operation and maintenance of the stormwater facility shall have the operation and maintenance manual on site and available at all times. Records of the maintenance and repairs shall be retained and made available for inspection by the City of Harrisburg for five years.

### **(6.3) ACTIVITIES EXEMPT FROM NO NET LOSS STANDARDS**

The following activities are not subject to the no net loss standards in Section 6.1; however, they may not be exempt from floodplain development permit requirements.

- A. Normal maintenance of structures, such as re-roofing and replacing siding, provided there is no change in the footprint or expansion of the roof of the structure;
- B. Normal street, sidewalk, and road maintenance, including filling potholes, repaving, and installing signs and traffic signals, that does not alter contours, use, or alter culverts and is less than six inches above grade. Activities exempt do not include expansion of paved areas;
- C. Routine maintenance of landscaping that does not involve grading, excavation, or filling;
- D. Routine agricultural practices such as tilling, plowing, harvesting, soil amendments, and ditch cleaning that does not alter the ditch configuration provided the spoils are removed from special flood hazard area or tilled into fields as a soil amendment;
- E. Routine silviculture practices (harvesting of trees), including hazardous fuels reduction and hazard tree removal as long as root balls are left in place;
- F. Removal of noxious weeds and hazard trees, and replacement of non-native vegetation with native vegetation;
- G. Normal maintenance of above ground utilities and facilities, such as replacing downed power lines and utility poles provided there is no net change in footprint;
- H. Normal maintenance of a levee or other flood control facility prescribed in the operations and maintenance plan for the levee or flood control facility. Normal maintenance does not include repair from flood damage, expansion of the prism, expansion of the face or toe or addition of protection on the face or toe with rock armor.
- I. Habitat restoration activities.
- J. Pre-emptive removal of documented susceptible trees to manage the spread of invasive species.
- K. Projects that are covered under separate consultations under Section 4(d), 7, or 10 of the Endangered Species Act (ESA).

#### (6.4) RIPARIAN BUFFER ZONE (RBZ)

A. The Riparian Buffer Zone is measured from the ordinary high-water line of a fresh waterbody (lake; pond; ephemeral, intermittent, or perennial stream) or mean higher-high water of a marine shoreline or tidally influenced river reach to 170 feet horizontally on each side of the stream or inland of the MHHW. The riparian buffer zone includes the area between these outer boundaries on each side of the stream, including the stream channel.

B. Habitat restoration activities in the RBZ are considered self-mitigating and are not subject to the no net loss standards described above.

C. Functionally dependent uses are only subject to the no net loss [standards in Section 6.1](#) for development in the RBZ. Ancillary features that are associated with but do not directly impact the functionally dependent use in the RBZ (including manufacturing support facilities and restrooms) are subject to the beneficial gain standard in addition to no net loss standards.

D. Any other use of the RBZ requires a greater offset to achieve no net loss of floodplain functions, on top of the no net loss standards described above, through the beneficial gain standard.

E. Under FEMA's beneficial gain standard, an area within the same reach of the project and equivalent to 5% of the total project area within the RBZ shall be planted with native herbaceous, shrub and tree vegetation.

**Table 1 No Net Loss Standards**

| Basic Mitigate Ratios                                      | Undeveloped Space (ft <sup>3</sup> ) | Impervious Surface (ft <sup>2</sup> ) | Trees (6" < dbh ≤ 20") | Trees (20" < dbh ≤ 39") | Trees (39" < dbh) |
|--|--------------------------------------|---------------------------------------|------------------------|-------------------------|-------------------|
| <b>RBZ and Floodway</b>                                    | 2:1                                  | 1:1                                   | 3:1                    | 5:1                     | 6:1               |
| <b>RBZ-Fringe</b>  | 1.5:1                                | 1:1                                   | 2:1                    | 4:1                     | 5:1               |
| <b>Mitigation multipliers</b>                              |                                      |                                       |                        |                         |                   |
| <b>Mitigation onsite to Mitigation offsite, same reach</b> | 100%                                 | 100%                                  | 100%                   | 100%                    | 100%              |



|   |      |      |      |      |      |
|---|------|------|------|------|------|
| Mitigation onsite to<br>Mitigation offsite,<br>different reach, same<br>watershed (5 <sup>th</sup> field) | 200% | 200% | 200% | 200% | 200% |
|---|------|------|------|------|------|

Notes:

1. Mitigation multipliers of 100% result in the required mitigation occurring at the same value described by the ratios above, while multipliers of 200% result in the required mitigation being doubled.
  - a. For example, if a development would create 1,000 square feet of new impervious surface, then 1,000 square feet of new pervious surface would need to be created. However, if only 500 square feet can be created within the same reach, the remaining 500 square feet created with a different reach would need to be double the required amount because of the 200 percent multiplier . In other words, another 1,000 square feet of pervious surface would need to be created at the location in the different reach, in addition to the 500 square feet created within the same reach.

Agenda Bill

**Harrisburg City Council**

Harrisburg, Oregon

THE MATTER OF CONSIDERATION OF A REQUEST TO DEFER SDC PAYMENTS

STAFF REPORT:

- Exhibit A: Request for Deferred SDC's
- Exhibit B: Oregon System Development Charges Study by Oregon Housing and Community Services
- Exhibit C: HMC 12.35 – System Development Charges
- Exhibit D: Deferred Program Feedback

ACTION: TBD

THIS AGENDA BILL IS DESTINED FOR: Agenda – May 13, 2025

| BUDGET IMPACT |           |                 |
|---------------|-----------|-----------------|
| COST          | BUDGETED? | SOURCE OF FUNDS |
| N/A           | Yes/No    | N/A             |

STAFF RECOMMENDATION:

Staff recommends the City Council discuss and advise Staff on direction to take in relation to SDC's

BACKGROUND INFORMATION:

Jeremy Zuidema, owner of Carbide Construction and property owner for unsold property in Butterfly Gardens Subdivision, was at the last City Council Meeting. During the open section at the beginning of the meeting, he submitted a request to the City Council (**Exhibit A**) to consider a deferred payment for SDC's. The summary of the Oregon System Development Charges Study that he handed out at that meeting is shown in **Exhibit B**.

The State of Oregon has, of course, put so much emphasis and importance on building new homes in Oregon, that it's now becoming more common for some cities to be considering a different way of encouraging development. More cities are now willing to allow for a deferred payment system. Staff notes, however, that many of the cities that are doing this are much larger than the City of Harrisburg. In **Exhibit A**, the cities closest in size to Harrisburg are Lafayette (4,500), Veneta (5,000), and Winston (5,700). Otherwise, the next nearest cities are more than double our population, with the

average city out of this schedule almost seven times larger than Harrisburg. As such, they certainly have more staff to work with deferred payments.

The City of Harrisburg has been asked many times in the past if they would be willing to waive, lower, or defer SDC's for builders, or non-profit builders in the past. Habitat for Humanity has requested that option, as has the Boy Scouts when they were doing a similar low-income home build in our area. This request, however, is not a waiver request, or a request to lower SDC's. It's only to defer them to a time period when it's more conducive for funding for the developer. Staff has attached a copy of the SDC's code, HMC 12.35, for the City, which is **Exhibit C**. This is the code that tells Staff to collect the fees at the time of the building permits.

Part of the reason that the City has always collected SDC's at this time is motivational; up until recently, it is also an industry standard. Obviously, it's in a builder's best interests to get construction under way as quickly as possible, so it's more important to have the permit in hand. Jeremy Zuidema has worked really hard and invested a lot of time and funds in the townhomes he is building. Delaying the payment of the SDC's would require that the City protects itself, by filing a lien. Filing a lien does take time, as an ordinance needs to be approved by the City Council, and the lien must be filed to the City's digital lien docket.

In the past, some of the liens that the City has filed haven't been paid. In some cases, a property was sold to a family member, and no lien search was done. Luckily, that has applied in such a way that it was generally in relation to a land use review, or connection charges, so the City was able to eventually collect payment, after threatening fines through Municipal Court. Unfortunately, that process does take staff time, and delays the collection of funds that the City needs.

SDC's are currently \$13,107 per dwelling unit. In this case, however, Mr. Zuidema is not building single-family dwellings. His townhomes are three and four dwelling units each. (Townhomes are often referred to as middle housing). As such, his payment to the City is \$39,321 or \$52,428. Connection charges, meter charges, deposits, street tree fees, or waiver of remonstrances are all related to construction, and must be paid at the same time as a building permit. Therefore, it's only the SDC's charged per dwelling unit that we are referring to. The City has prioritized housing construction in town, as being important to them; that might be a considering factor for the City Council.

Finally, In **Exhibit D**, Council will find a deferral program feedback summary. 3 of the responding cities to this report did file liens; 3 did not, and one left it out of their response. Some of the cities in the reports shown also provided deferrals to properties considered affordable housing, or those managed by non-profits. However, almost all cities reported the program as being an administrative burden. There could be consideration of a fee that applies to this process, that covers staff time in processing a lien that protects the City. Veneta is the City closest in size to Harrisburg, and they report an overall positive experience; however, they have more revenue, and almost

double the staff numbers that the City of Harrisburg has. If Council wants to allow the program on a trial basis to prioritize home construction, then Staff is willing to consider a payment at the time of occupancy, but only if there are 3 or more dwelling units to a structure, and that a fee is paid in advance to cover the staff time in processing a lien. Otherwise, management staff members are united in a preference for developers to pay at the time of building permit issuance.

REVIEW AND APPROVAL:



Michele Eldridge 05.06.25  
City Administrator

## **Request for deferred Payment of SDC's**

Dear City Council,

My name is Jeremy Zuidema and my Company is Carbide Construction. We are developing The Butterfly Garden Townhomes off of 7<sup>th</sup> Street. I am requesting a delay in the payment of the Site Development Charges (SDC's). I believe that the information below, from the Oregon System Development Charges Study ( [Oregon SDC Study\\_FinalReport\\_121422.pdf](#) ) provides a basis and examples of SDC's being deferred. The study showed the following:

- Smaller and lower-cost housing units tend to be more affected by SDCs than larger and more expensive homes.
- SDCs can combine with other factors to exacerbate challenges for housing production and affordability, even if they are not the primary driver.
- Communities with lower home prices and rents tend to be more sensitive to SDCs (and other development costs)

### **Exhibit 54. Sample SDC Payment Timing Policies and Practices**

Sources: FCS GROUP, based on League of Oregon Cities, System Development Charges Survey Report (February 2020), pages 119-128.

| City         | SDC Payment Policy  |
|--------------|---|
| Cornellus    | SDC payments "delayed until a later date, such as the time of occupancy."   |
| Forest Grove | "Payments delayed have been for non-profit housing developments to allow the project to occur. Delayed payments are due prior to the issuance of certificate of occupancy." |
| Lafayette    | "Allowed a payment plan for SDCs as required by statute."   |
| Madras       | "We will allow deferrals on payments up to 9 months or Certificate of Occupancy (whichever comes first)."   |
| Medford      | SDC payments "delayed until a later date, such as the time of occupancy." A payment plan ("called bancrofting") is also available.  |
| Milwaukie    | "Bancroft financing over a ten-year period or less."  |
| Newport      | "Installment plan is an option to allow payment to be financed over time."  |
| Pendleton    | SDC payments "delayed until a later date, such as the time of occupancy."   |
| Redmond      | "Delaying collection of SDCs to occupancy" is available in enterprise zones.  |
| Sherwood     | SDCs can be deferred to occupancy if the transportation and/or parks SDC is greater than \$50,000.  |
| Veneta       | SDC payments "delayed until a later date, such as the time of occupancy" for affordable housing.  |
| West Linn    | SDCs can be financed under the provisions of the Bancroft Bonding Act.  |
| Wilsonville  | SDC payments "delayed until a later date, such as the time of occupancy."   |
| Winston      | SDCs can be financed over ten years with semi-annual payments.  |

I believe the examples above show that deferred SDC payments are not uncommon and that SDC's have a significant impact on developers and builders ability to provide housing projects on lower cost housing.

Currently the cost of permits and SDC's per door is approximately \$18,650 per unit of which approximately \$15,000 is allocated to SDC's. I am proposing that we be allowed to pay the permits only to get the building project started. The city can put a lien on the properties and that the SDC's be deferred until the Certificate of Occupancy is issued.

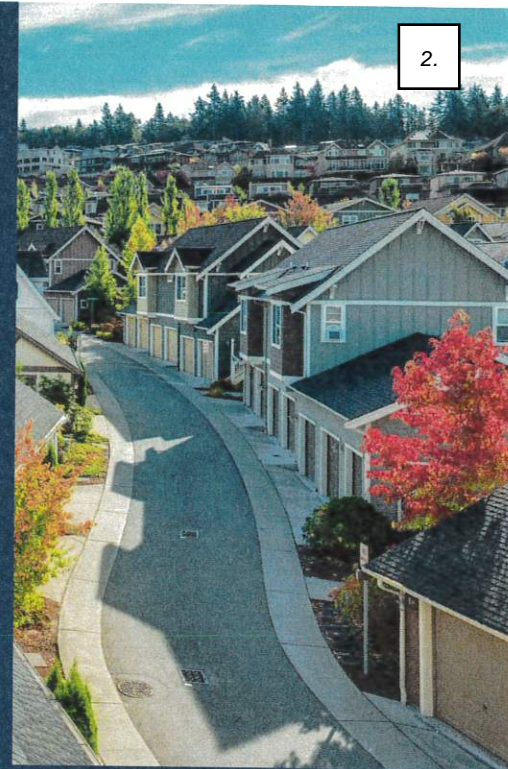
Thank you for your consideration,



Jeremy Zuidema

Carbide Construction LLC





2.

# OREGON SYSTEM DEVELOPMENT CHARGES STUDY: WHY SDCs MATTER AND HOW THEY AFFECT HOUSING



Source: Portland Parks and Rec



December 2022

Prepared for Oregon Housing and  
Community Services (O

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This report was prepared by ECONorthwest on behalf of Oregon Housing and Community Services (OHCS) with funding from the 2021 Oregon State Legislature and substantial contributions from FCS GROUP and Galardi Rothstein Group. Staff and project team members are grateful to the many cities, counties, special districts, and housing developers who participated in focus groups and interviews and/or provided written commentary to inform this study.

While many individuals contributed to this study, core project team members are listed below.

## OREGON HOUSING AND COMMUNITY SERVICES

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- Kim Travis, *Engagement Support*

## ECONORTHWEST

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- Tyler Bump, *Project Director and Senior Advisor*
- Lorelei Juntunen, *President and Senior Advisor*
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- James Kim, *Research and Analysis Lead*
- Lee Ann Ryan, *Engagement Lead*
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## GALARDI ROTHSTEIN GROUP

- Deborah (Deb) Galardi, *Principal*

## FCS GROUP

- John Ghilarducci, *President/Principal*
- Doug Gabbard, *Project Manager*





# Executive Summary

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In 2021, the Oregon legislature passed House Bill 3040 (HB 3040), directing Oregon Housing and Community Services (OHCS) to prepare a study of System Development Charges (SDCs) — a form of one-time impact fees charged on new development to help pay for infrastructure that serves or provides capacity for growth. The legislature requested that the study cover the history of the charges, methodologies for setting the fees, recent trends in fee levels, how the fees relate to other development costs, and how they ultimately affect the cost and production of housing. The findings from this study can inform future policy discussions related to SDCs, but the legislature’s direction for this study did not include making policy recommendations.

OHCS contracted with ECONorthwest and subcontractors FCS GROUP and Galardi Rothstein Group to undertake this report. The team drew its findings from reviews of national and local studies; surveys of cities, counties, and special districts; interviews and focus groups with local government officials and housing developers; original data analyses; and decades of experience conducting SDC studies, analyzing residential development, and evaluating infrastructure funding mechanisms.

## Key Findings

**SDCs have become an essential funding mechanism in many Oregon communities, for practical, political, and policy reasons.**

- **SDCs are increasing faster than inflation due to lack of alternative funding and increasing infrastructure costs.** Over the last several decades, flat or declining state and federal infrastructure spending, limitations on property taxes, and increasing costs for operations, maintenance, and regulatory compliance have increased dependence on SDCs and other local revenue sources. On average, both SDCs and water and sewer utility rates have increased faster than construction costs over the past 10-15 years. Even so, many jurisdictions report falling behind in their ability to pay for infrastructure, especially in the last few years as costs have escalated so quickly that annual indexed adjustments have not kept up.
- **SDCs are a critical component of local funding for infrastructure needed to support growth.** SDCs can allow communities to build the infrastructure needed to accommodate orderly growth, making them an important part of Oregon’s growth management system. They can benefit both developers (by funding investments that make development possible and distributing costs among multiple benefitting parties) and existing residents (by reducing reliance on utility rates, bonds, and other community-wide funding mechanisms that can disproportionately impact lower-income households). Further, the requirements associated with other local funding sources for capital improvements (e.g., voter approval for general obligation bonds) can increase jurisdictions’ reliance on SDCs. However, small, slow-growing communities tend to use

SDCs less, as they have less need to increase infrastructure capacity, few costs attributable to growth, and little development that would generate revenue.

- **The variation in SDC rates across the state reflects differences in local needs, cost factors, and priorities.** Oregon’s SDC Act and the broader legal context provide guardrails to ensure SDCs recover an equitable share of costs of capacity, while also providing flexibility to tailor the approach to community values and local circumstances. Local differences in funding choices, system needs, and construction and land costs can lead to differences in the total costs that SDCs are expected to cover. Local choices related to how costs are linked to development impacts can also lead to differences in SDC rates for similar development in different communities. Further, because SDCs are adopted by local elected officials, some communities intentionally keep SDC rates down to avoid discouraging development, either by discounting the calculated charges or reducing the size of the capital improvements list.

**SDCs also increase the cost of building new housing in ways that can skew housing development towards higher-cost homes and can impact buyers and renters.** SDCs likely account for anywhere from just under 2 percent to nearly 13 percent of total development costs for housing in Oregon, depending on the housing type, SDC rates, other cost factors, and market conditions. There are many other factors driving home prices, rents, and development costs—SDCs are just one contributor that impacts the market by influencing development decisions. In an accounting sense, housing developers pay the SDC (e.g., write a check), but the cost is typically shared with other actors, including landowners, homebuyers, renters, and (rarely) investors. A large body of evidence, including new analysis for Oregon, finds that higher SDCs/impact fees tend to be associated with higher home prices, though there are multiple possible explanations. This study identifies several ways that SDC costs may affect buyers and renters:

- **Smaller and lower-cost housing units tend to be more affected by SDCs than larger and more expensive homes.** SDCs typically account for a larger share of total costs for smaller homes, middle housing, and moderately priced apartments. These housing types are often targeted to moderate-income households who may not be able to absorb higher prices or rents, making them sensitive to small increases in development costs. They often also have lower system impacts than larger homes. *Scaling fees for smaller units based on lower demand for infrastructure (as a growing number of communities are doing) can even out financial impacts across housing types and sizes, but only if implemented across multiple infrastructure systems at a meaningful discount.*
- **SDCs can combine with other factors to exacerbate challenges for housing production and affordability,<sup>1</sup> even if they are not the primary driver.**
  - **Communities with lower home prices and rents tend to be more sensitive to SDCs (and other development costs).** The market may not support passing costs on to

<sup>1</sup> As used in this report, *housing affordability* means households’ ability to find housing within their financial means, with or without public support or restrictions in place, across a range of income levels.



buyers/renters and lower land values mean less room to absorb SDCs or other costs through land price negotiations. Over time, lack of housing production can lead to higher rents and home prices for existing housing, which can indirectly affect buyers and renters. However, SDC rates in these communities tend to be lower. *Keeping SDC rates low in areas with lower home prices and rents can reduce barriers to housing production, if key projects to enable growth can still be funded.*

- **Communities with strong demand and limited new housing supply are more likely to see rising costs—including SDCs—shift to homebuyers and renters.** Higher SDCs in this context likely reinforce other market factors—including high land costs and demand from higher-income households—that encourage more expensive housing development. Higher land and construction costs can contribute to both higher SDC rates and higher home prices/rents. In addition, some infrastructure investments (e.g., parks) can serve as amenities, and affluent buyers and renters may choose to pay more to live in places that are making more investments in that infrastructure, though low and moderate-income households may not have this option. Keeping SDC rates low overall may be neither politically palatable nor aligned with infrastructure needs, but when SDC rates are both relatively high and relatively flat among different types and sizes of housing, it can increase the barriers to building smaller and lower-cost housing. For medium or large single-family homes in moderate and high-cost areas, ECONorthwest's analysis suggests that SDCs typically represent a relatively small percentage of costs (e.g., 2 to 7 percent), and reductions would likely have at most a modest impact on new home prices. *However, for smaller and lower-cost units in moderate and high-cost areas, evidence from a few Oregon communities suggests a major reduction or elimination of SDCs can sometimes enable development that would not be financially feasible otherwise.*
- **SDCs on affordable housing development<sup>2</sup> can increase the difficulty of securing adequate funding for the development and, even as a small percentage of total development costs, likely consume millions of dollars per year in funding for affordable housing statewide.** Smaller affordable housing developments and those with less traditional funding sources (which often includes affordable homeownership projects) are more impacted. *SDC exemptions or reductions for affordable housing development can allow funding for affordable housing to stretch further and reduce obstacles to affordable housing development, provided the needed infrastructure can still be funded.*

**Some jurisdictions have implemented SDC measures to support affordability, but broader adoption is hindered by administrative, legal, and financial concerns.** SDCs must remain rooted in recovering an equitable share of costs based on the impacts of the development, but jurisdictions have discretion over many choices that can affect how and to what extent SDCs impact housing development. Many jurisdictions are concerned about housing affordability, and a growing number have implemented new SDC rate structures and policies in response.

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<sup>2</sup> As used in this report, *affordable housing* means income and/or rent-restricted housing that is affordable to households earning a certain income level (e.g., at or below 80 percent of area median income).

Some have adopted scaled rates that account for lower demand from smaller dwelling units, some offer policy-based exemptions for affordable housing, and some allow developers to defer paying SDCs until construction is complete rather than before it begins. Other jurisdictions express serious reservations about some of these measures, and each has trade-offs to consider.

- **Scaled SDC rates for smaller units** are typically tied to evidence of lower development impacts, which is well within the discretion allowed under statute. Scaling reduces costs for smaller units while remaining revenue neutral for the jurisdiction, but it can increase complexity for both applicants and jurisdictions. *The primary barriers to broader adoption include the effort associated with a methodology update, collecting and analyzing supporting data, and updating permitting systems to collect the necessary information.*
- **SDC waivers** can offer substantial savings for affordable housing development, but there are differing views on their validity. Some practitioners believe that jurisdictions implicitly have the discretion to exempt certain classes of development, including affordable housing. Others see legal risks if lost funds are not paid from another source because the issue is not explicitly addressed in statute,<sup>3</sup> and the loss of revenue may prevent an agency from completing the project list upon which the SDCs were calculated. *Overcoming these concerns would require clear legal authority and ways to mitigate lost revenue.*
- **SDC deferrals** reduce financing costs for developers, which can be 10 to 25 percent of the SDC amount. While the financial impacts for jurisdictions are minimal, many expressed concerns about their ability to collect fees after permits are issued, increasing administrative cost and complexity, and, in some cases, delaying revenue collection. Those that have implemented deferrals reported mixed results: Some saw a substantial increase in administrative effort, while for others this was minor. Major challenges with nonpayment were rare (and mostly linked to commercial development) but time-consuming to resolve. This suggests that there is potential for more jurisdictions to adopt administrative approaches to deferrals that have worked well for others, but that the level of effort may depend on jurisdiction-specific systems and practices and may not allow for a one-size-fits-all approach. *Broader adoption may require additional focused discussions with stakeholders to identify a range of approaches to administering deferrals that could work for jurisdictions of different sizes and staffing levels and additional/better mechanisms for enforcement that reduce the risk of (and costs associated with) nonpayment.*

**Difficulty estimating SDC costs up front can create challenges for multifamily, affordable housing, middle housing, and greenfield development.** Developers value being able to estimate total SDC costs with some certainty during early project budgeting, but this is difficult for some types of development. Multifamily SDCs can be especially hard to calculate early in a

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<sup>3</sup> Oregon's SDC statutes emphasize that new users should contribute no more than an equitable share of costs but say little about assigning costs to individual developments. Other state statutes make clear that jurisdictions may waive SDCs for affordable multifamily housing in at least some circumstances, but they do not clearly address whether "backfilling" lost revenue is required.



project because they are often not a flat rate per unit. When they exceed initial estimates after financing and budgets are set, this can cause major challenges, especially for affordable housing. Rates for middle housing types are often not listed or defined. Policies related to credits for building SDC-eligible projects, which is common for greenfield development, can also be difficult to discern. While most jurisdictions provide some information about SDCs online, many do not yet fully comply with recent updates to statute increasing requirements for transparency and may not be aware of the change. *SDC rate structures and approach to SDC changes can lead to variability between initial estimates and final SDC costs, but uncertainty for middle housing SDCs and SDC credit policies could be addressed through clearer information for applicants.*

## Conclusion

**At their core, SDCs are a funding mechanism; reducing SDC costs broadly in the interest of housing production and affordability would require greater availability of other funding for infrastructure that does not increase development costs or burden low-income households.**

The jurisdictions and special districts that provide water, sewer, stormwater, transportation, and park infrastructure have a clear mandate to keep those systems functioning and provide sufficient capacity for planned development. Given fiscal constraints, SDCs are likely to remain central to local funding for infrastructure, and most stakeholders agree that development should contribute to growth-related infrastructure costs at some level. SDCs provide a consistent and relatively predictable mechanism for development contributions to growth-related costs, and they can support housing production by funding capital projects needed for growth. However, the equity implications of relying on SDCs to fund eligible infrastructure projects are mixed. Residential SDCs can be regressive, with higher impacts on lower-cost housing (especially when applied more uniformly to all housing), but some alternatives (e.g., raising utility rates) can also be regressive and directly impact lower-income households.

*Expanding other funding mechanisms or increasing state funding for infrastructure with a focus on mitigating impacts to affordable and lower-cost housing could help even the playing field for lower-cost housing development while retaining SDCs as a key funding source for infrastructure to serve growth.*

**Even in the current fiscal context, jurisdictions can take steps to mitigate the impacts of SDCs on housing production and affordability.** SDC rates must relate to impacts, which limits jurisdictions' ability to align them with housing costs. However, some jurisdictions have implemented measures that offer improvements at the margins. This includes changes to rate structures (e.g., scaling by unit size), policies (e.g., allowing discounts or waivers for regulated affordable housing), and administrative practices (e.g., allowing deferral to certificate of occupancy for some residential development, offering clear SDC estimates for more housing types). All have trade-offs and can increase administrative costs, suggesting that these changes may not be appropriate in the same form for all communities. Still, broader implementation of these measures could yield a meaningful change. *Jurisdictions can identify locally appropriate measures to reduce or mitigate SDCs' impact on housing development during SDC methodology updates, housing production strategies, infrastructure funding plans, or other policy discussions related to infrastructure and/or housing.*

## Chapter 12.35 SYSTEMS DEVELOPMENT CHARGES

Sections:

**12.35.005 Findings.**

**12.35.010 Definitions.**

**12.35.020 Purpose.**

**12.35.030 Scope.**

**12.35.040 Systems development charge established.**

**12.35.050 Methods used to establish fees.**

**12.35.060 Authorized expenditures.**

**12.35.070 Compliance with State law.**

**12.35.080 Collection of charge.**

**12.35.090 Exemptions.**

**12.35.100 Change in systems development charges.**

**12.35.110 Notice.**

**12.35.120 Credits.**

**12.35.130 Appeal.**

**12.35.140 Prohibited connection.**

**12.35.150 Penalty.**

**12.35.160 Severability.**

**12.35.005 Findings.**

The City Council hereby finds:

1. The systems development charge established herein is intended to be a charge upon the act of development by whoever needs the development. It is a fee for service because it is the development which requires essential municipal services based upon the nature of the development, and the timing and the extent of the development are within the control and discretion of the developer.

2. The systems development charge imposed by this chapter is not intended to be a tax on

property or on a property owner as a direct consequence of ownership of property within the meaning of Section 11b, Article XI of the Oregon Constitution or the legislation implementing that section.

3. Even if the systems development charge herein imposed is viewed under Section 11b, Article XI of the Oregon Constitution as a tax against property or against a property owner as a direct consequence of ownership of that property, it is an incurred charge within the meaning of that section and the statutes implementing it because:

- a. It allows the owner to control the quantity of the service by determining the extent of development to occur upon the property.
- b. It allows the owner to determine when the service is to be initiated or increased by controlling when the development occurs.
- c. State law and the ordinances of this City require the owner to provide certain basic utility services to the property when it is developed for human occupancy. The provision of these basic utility services is a routine obligation of the owner of the affected property and essential to the health and safety of the community.

4. Among the basic services which the city is required to provide its residents are the capital improvements as defined in this chapter.

5. The systems development charge imposed by this chapter is based upon the costs of providing planned-for capital improvements and does not impose charges on a person not receiving a service and imposing a burden upon the city's existing capital improvements.  
[Ord. 786 § 1, 2001.]

#### **12.35.010 Definitions.**

As used in this chapter, except where the context otherwise requires, the words and phrases below have the following meanings:

“Capital improvements” means facilities or assets used for any of the following:

- a. Water supply, treatment, and distribution, including storage;
- b. Sanitary sewers, including collection, transmission, treatment and disposal;
- c. Storm sewers, including drainage and flood control;
- d. Transportation, including, but not limited to, streets, sidewalks, bike paths, street lights, traffic control devices, street trees, public transportation, vehicle parking, and bridges;
- e. Parks and recreation, including, but not limited to, neighborhood parks, community parks, senior or community centers, and other recreational facilities.

“Development,” for the purpose of this chapter, includes:

- a. Construction or placement of a structure, or addition thereto; or
- b. Connection to the City water or sewer system; or
- c. On nonresidential property, creating more than 500 square feet of nonpermeable surface.

“Improvement fee” means a fee for costs associated with capital improvements to be constructed after the date the ordinance codified in this chapter becomes effective.

“Qualified public improvement” means a capital improvement that is:

- a. Required as a condition of development approval;
- b. Identified in the capital improvement plan adopted by the City Council and either:
  - (1) Not located on or contiguous to property that is the subject of development approval; or
  - (2) Located in whole or in part on or contiguous to property that is the subject of development approval and required to be built larger or with greater capacity than is necessary for the particular development project to which the improvement fee is related.

“Reimbursement fee” means a fee for costs associated with capital improvements constructed or under construction on the effective date the Council adopts an implementing resolution.

“Systems development charge” means a reimbursement fee, an improvement fee, or a combination thereof, assessed or collected at the time specified in HMC 12.35.060. “Systems development charge” does not include:

- a. Any fees assessed or collected as part of a local improvement district;
- b. A charge in lieu of a local improvement district assessment; or
- c. The cost of complying with requirements or conditions imposed upon a land use decision. [Ord. 786 § 2, 2001.]

#### **12.35.020 Purpose.**

The purpose of the systems development charge is to impose a portion of the public cost of capital improvements for water, sewers, storm drainage, transportation, and parks and recreation upon those developments that create the need for, or increase the demands on, capital improvements. [Ord. 786 § 3, 2001.]

#### **12.35.030 Scope.**

The systems development charge imposed by this chapter is separate from and in addition to any applicable tax, assessment, charge, fee in lieu of assessment, or fee otherwise provided



by law or imposed as a condition of development. A systems development charge is to be considered in the nature of a charge for service to be rendered or a service charge. [Ord. 786 § 4, 2001.]

**12.35.040 Systems development charge established.**

1. Unless otherwise exempted by the provisions of this chapter or other local or State law, effective May 9, 1996, a systems development charge is hereby imposed upon all development within the City and all development outside the boundary of the City that connects to or otherwise uses the water or sanitary sewer systems of the City.
2. When the Council determines to establish or revise a systems development charge for any capital improvement it shall do so by Council resolution.
3. The systems development charge may be adjusted in accordance with the Engineering News Record Construction Cost Index, which adjusts the cost figures contained in the capital improvement plan. [Ord. 786 § 5, 2001.]

**12.35.050 Methods used to establish fees.**

1. The methodology used to establish the reimbursement fee shall consider the cost of existing facilities, prior contributions by existing users, the value of unused capacity, rate-making principles employed to finance publicly owned capital improvements, and other relevant factors identified by the Council. The methodology shall promote the objective that future systems users shall contribute no more than an equitable share of the cost of existing facilities.
2. The methodology used to establish the improvement fee shall consider the cost of projected capital improvements needed to increase the capacity of the systems to which the fee is related. [Ord. 786 § 6, 2001.]

**12.35.060 Authorized expenditures.**

1. Reimbursement fees shall be applied only to capital improvements associated with the systems for which the fees are assessed, including expenditures relating to repayment of indebtedness.
2. Improvement fees shall be spent only on capacity increasing capital improvements, including expenditures relating to repayment of future debt for the improvements. An increase in system capacity occurs if a capital improvement increases the level of performance or service provided by existing facilities or provides new facilities. The portion of the capital improvements funded by improvement fees must be related to demands created by current or projected development.
3. The administrative portion of systems development charges may be expended on the direct costs of complying with the provisions of this chapter, including the costs of developing systems development charge methodologies, revising the capital improvement plan, and providing an annual accounting of systems development charge expenditures. [Ord. 786 § 7, 2001.]

**12.35.070 Compliance with State law.**

1. Revenue received from the systems development charges shall be deposited to the systems development fund, budgeted and expended as provided by State law. The accounting of such revenues and expenditures required by State law shall be included in the City's annual financial audit required by ORS Chapter 294.
2. The capital improvement plan(s) required by State law as the basis for expending revenues from the improvement fees portion of the systems development charge shall be the Harrisburg capital improvement plan. [Ord. 786 § 8, 2001.]

**12.35.080 Collection of charge.**

1. The systems development charge is payable upon issuance of a building permit. If no building permit is involved, then the systems development charge is payable upon the first occurrence of any of the following events:
  - a. Upon approval of a site plan;
  - b. Prior to connection to the City water system;
  - c. Prior to connection to the City sewer system; or
  - d. At the time the usage of the capital improvement is increased.
2. A building permit will not be issued until the charge has been paid in full.
3. If property is annexed to the City of Harrisburg, and the property includes a structure or use for which systems development charges would have been assessed if located within the City limits, then systems development charges shall be paid at the time of annexation. However, if the City Council makes findings that it would be to the benefit of the City of Harrisburg and its citizens to have the property within the City limits, the City Council may waive all or a percentage of the systems development charges to encourage the annexation.
4. If any systems development charge is not paid when due, in addition to being a violation subject to citation under this chapter, the City can order that all work on the improvement stop until payment is made, and the unpaid systems development charge and interest thereon shall constitute a lien against the parcel of land with the same priority as a local improvement lien and subject to collection and foreclosure as a local improvement lien.
5. The City shall advise anyone who files a written objection to the calculation of charges of the right to petition for a writ of review as provided for in ORS Chapter 34. [Ord. 906 § 1, 2012; Ord. 786 § 9, 2001.]

**12.35.090 Exemptions.**

1. Structures and uses existing within the City limits of Harrisburg on or before May 8, 1996, are exempt from a systems development charge, including systems development charges for connecting to the water or sewer system at a future date.

2. Structures, including accessory structures, or additions that are less than 500 square feet in size. Accessory structures or additions shall be charged systems development charges only to the extent that they impact infrastructure. For example, at a residence, a 500-square-foot accessory building with no plumbing or bedrooms would be charged only the systems development charge for storm drainage and for the administrative expense.

3. If a structure is removed from real property and permit fees for a new structure or development are paid for within five years of the removal, then systems development charges shall be assessed only to the extent that the impact to the City infrastructure is greater than the original structure. If permit fees for a new structure or development are paid after five years, full systems development charges shall be assessed.

4. The placement of a dwelling as a temporary medical hardship, under Chapter 19.25 HMC, shall be exempt from systems development charges.

5. A project paid by City revenues, or by grants or gifts to the City of Harrisburg, and intended for municipal purposes shall be exempt from systems development charges.

6. Harrisburg Fire/Rescue and Harrisburg School District No. 7 shall be exempt from systems development charges. [Ord. 869, 2008; Ord. 794 § 1, 2002; Ord. 786 § 10, 2001.]

#### **12.35.100 Change in systems development charges.**

1. When approved by Council resolution following a public hearing, a decrease in systems development charges shall take place immediately.

2. An increase in systems development charges shall be effective no sooner than 30 days after the Council action; however, if a land use application has been accepted by the City prior to the increase taking effect, then for six months after the date of the Council action, any systems development charge increase relating to the land use application shall be assessed at the rate in existence at the time of the acceptance of the application. [Ord. 906 § 1, 2012; Ord. 786 § 11, 2001.]

#### **12.35.110 Notice.**

1. The City shall maintain a list of persons who have made a written request for notification prior to any City Council action that may result in an increase in systems development charges. The written request to be on the list shall be delivered to the City Recorder.

2. The City shall notify any person on the list of pending City Council action that may result in an increase in systems development charges at least 90 days prior to the City Council meeting. Notice shall be in written form, delivered by mail, or by electronic delivery (facsimile transmission or e-mail) if the person has indicated electronic delivery is appropriate. The failure of a person to receive a notice shall not invalidate the action of the City.

3. The City may periodically delete names from the list if, after being notified at least 30 days prior, the person does not confirm in writing their desire to continue to be on the list. [Ord. 906 § 1, 2012; Ord. 786 § 12, 2001.]

**12.35.120 Credits.**

1. A credit shall be given for the cost of a qualified public improvement upon acceptance by the City of the public improvement.
2. If a qualified public improvement is located in whole or in part on or contiguous to the property that is the subject of development approval and is required to be built larger or with greater capacity than is necessary for the particular development project, a credit shall be given for the cost of the portion of the improvement that exceeds the City's minimum standard facility size or capacity needed to serve the particular development project or property. The applicant shall have the burden of demonstrating that a particular improvement qualifies for credit under this subsection.
3. When the construction of a qualified public improvement located in whole or in part or contiguous to the property that is the subject of development approval gives rise to a credit amount greater than the improvement fee that would otherwise be levied against the project, the credit in excess of the improvement fee for the original development project may be applied against the improvement fees that accrue in subsequent phases of the original development project.
4. Credits shall not be transferable from one development to another.
5. Credits shall not be transferable from one type of systems development charge to another. [Ord. 786 § 13, 2001.]

**12.35.130 Appeal.**

1. A person aggrieved by a decision made by the City Recorder or the City Recorder's designee under HMC 12.35.040 through 12.35.090, or a person challenging the propriety of an expenditure of systems development charge revenues, may appeal the decision or the expenditure by filing a written request with the City Recorder's office for consideration by the City Council. Such appeal shall describe with particularity the decision or the expenditure from which the person appeals and shall comply with subsection (3) of this section.
2. An appeal of an expenditure must be filed within two years of the date of the alleged improper expenditures. Appeals of any other decision must be filed within 15 days of the date of the decision.
3. The appeal shall state:
  - a. The name and address of the appellant;
  - b. The nature of the determination being appealed;
  - c. The reason the determination is incorrect; and
  - d. What the correct determination of the appeal should be. An appellant who fails to file such a statement within the time permitted waives his/her objection, and his/her appeal shall be dismissed.

4. Unless the appellant and the City agree to a longer period, an appeal shall be heard within 35 days of the receipt of the notice of intent to appeal. At least seven days prior to the hearing, the City shall mail notice of the time and location thereof to the appellant.

5. The City Council shall hear and determine the appeal on the basis of the appellant's written statement and any additional evidence the court deems appropriate. At the hearing the appellant may present written testimony and oral argument personally or by counsel. The rules of evidence as used by courts of law do not apply.

6. The appellant shall carry the burden of proving that the determination being appealed is incorrect and what the correct determination should be.

7. The City Council shall issue a written decision within 35 days after the hearing date.

8. Nothing herein shall alter a person's right to appeal or to file a petition for a writ of review as provided by State law. [Ord. 906 § 1, 2012; Ord. 786 § 14, 2001.]

**12.35.140 Prohibited connection.**

No person may connect to the water, sewer, or drainage systems of the City unless the appropriate systems development charge has been paid. [Ord. 786 § 15, 2001.]

**12.35.150 Penalty.**

Violation of HMC 12.35.080 is punishable by a fine not to exceed \$500.00 per day, until the matter is resolved. [Ord. 786 § 16, 2001.]

**12.35.160 Severability.**

The invalidity of a section or subsection of this chapter shall not affect the validity of the remaining sections or subsections. [Ord. 786 § 17, 2001.]



## Exhibit 76. Deferral Program Feedback Summary

Source: Personal Communication with FCS GROUP, Galardi Rothstein Group, and ECONorthwest; U.S. Census Bureau (2021).  
Color coding key: blue = positive experience, yellow = mixed experience, orange = negative experience

| City (Population) | Eligibility Criteria  | Timing  | Total Deferrals                                    | Administrative Burden  | Uses a Lien? | Charges Interest? | Non-Payment Cases   |
|-------------------|---|---|--|--|--------------|-------------------|---|
| Veneta (5K)       | Anyone building a new home  | Due by Final Inspections and/or Certificate of Occupancy        | Not specified, but has been used.                  | A little extra time for form and lien  | Yes          | No                | None identified   |
| Tigard (55K)      | Any development upon request (used to limit to projects with SDCs higher than for single family detached; not advertised) | Due by Certificate of Occupancy                                 | Used some by larger developments and subdivisions. | 15-20 minutes per deferral for initial permit, sometimes additional time after initial review. Don't have a great way to track deferrals in the system—could be more streamlined.                                    | No           | No                | None  |
| Cornelius (13K)   | Only for non-profits developing affordable housing.   | Due by Certificate of Occupancy                                 | 2  | 7 hours per deferral. If volume of applications increases, will need new system.   | No           | No                | None  |
| Madras (7K)       | All new residential development   | Due by Certificate of Occupancy or 1 year whichever comes first | 187 total, 5 in 2022. Mostly subdivisions.         | 3+ hours per deferral for paperwork, filing lien; additional time for monitoring and follow up, checking sale price of the house <sup>239</sup> . Was very time consuming at beginning but have streamlined process. | Yes          | No                | A few deferrals went past 1-year deadline but paid on follow up. Some developers (one in particular) “try to creatively avoid payment” of the SDCs. |
| Sherwood (20K)    | Only if the total City SDCs (Transportation and   | Certificate of Occupancy  | Common for large developments,                     | Less than 3 hours per permit (total, for   | No           | No                | One property stands vacant with   |

<sup>239</sup> Madras provides SDCs reductions for single-family dwellings based on the sale price of new homes.

| City (Population)  | Eligibility Criteria  | Timing  | Total Deferrals   | Administrative Burden  | Uses a Lien? | Charges Interest? | Non-Payment Cases   |
|--|---|---|---|--|--------------|-------------------|---|
|  | Parks) are more than \$50,000.  |   | especially if expecting SDC credits   | processing, signatures, and tracking).   |              |                   | outstanding SDC fees.   |
| Wilsonville (26K)—program no longer offered, responses reflect prior program | [no current program—prior eligibility criteria not provided, but applied to at least some commercial development] | Typically drafted to be one year or less. Not tied to Certificate of Occupancy. | Used infrequently, generally large commercial development. Two that staff remember. | Much staff time required for litigation.   | -            | -                 | Both recent commercial developers did not or could not pay on time, tried to renegotiate terms. One resulted in 4-year litigation with ruling in favor of City. |
| Redmond (35K)—program no longer offered, responses reflect prior program     | Any development that owed SDCs.   | Due by final inspection or within 9 months of the date of the agreement.        | Program used a lot. Mostly residential, some commercial.                            | Much staff time required for processing forms, getting things notarized, verifying payment. Many parties involved (Finance, City Recorders Office, Building Department) Became too much of an administrative burden to sustain—sunset the program. | Yes          | No                | -   |

Note: Dashes indicate respondent did not address topic.

# Agenda Bill

## **Harrisburg City Council**

### Harrisburg, Oregon

#### **THE MATTER OF APPROVING AN IGA WITH THE RURAL ECONOMIC ALLIANCE (REAL)**

##### **STAFF REPORT:**

Exhibit A: Existing IGA

Exhibit B: Proposed IGA

#### **ACTION: AUTHORIZE THE MAYOR TO SIGN THE IGA WITH MEMBER CITIES OF THE RURAL ECONOMIC ALLIANCE**

**THIS AGENDA BILL IS DESTINED FOR:** Agenda – May 13, 2025

| <b>BUDGET IMPACT</b> |                   |   |
|----------------------|-------------------|---|
| <b>COST</b>          | <b>BUDGETED?</b>  | <b>SOURCE OF FUNDS</b>                          |
| Up to \$15,000       | Yes – if Approved | Community & Economic Development Fund 2025-2026 |

##### **STAFF RECOMMENDATION:**

**Staff recommend the City Council approve the IGA with member cities of the Rural Economic Alliance**

##### **BACKGROUND INFORMATION:**

The City has been a partner with the Mid-Valley Partnership (MVP) since 2016. In 2019, the City of Harrisburg joined in an IGA to operate the MVP (**Exhibit A** for that agreement). The IGA is formed with the cities of Adair Village, Brownsville, Halsey, Harrisburg, Lebanon, Monroe, Philomath and Sweet Home. (Tangent was added in 2021) The City has always budgeted funds to be used for these purposes, but we've rarely been asked to provide them. Members of the group have been active in applying for grants to support the work that we've been doing. Most of the grants have been through Business Oregon's Rural Opportunities Initiative (ROI).

The MVP is now known as REAL, which stands for the Rural Economic Alliance. The City Administrators have worked together to come up with a new Strategic Plan, which allowed us to focus on our regional group in support of our business communities. We've developed a website, and have sent a survey out to all of our businesses. Our focus has been on a combination of retention and support of our businesses, as well as starting to engage with, and recruit new commercial and industrial businesses that if not interested in our individual cities, will be directed to the cities in our organization.

We've also adopted Marketing Tactics for 2025, with a series of Initiatives that the group have already been working on. Some of those include evaluating opportunities to partner

with other groups in our region, increasing our brand awareness, and developing a brochure for our area that can be shared with businesses, Chambers of Commerce, the Small Business Development Centers in our regions, and through our website; [www.ruraleconomicalliance.com](http://www.ruraleconomicalliance.com)

Staff will guide Council through a PowerPoint file during the meeting, so they can understand our marketing and outreach program. REAL is now looking to partner again with the City of Harrisburg, through another IGA, which is shown in **Exhibit B**. While the members of REAL will always look for ways to pay for this program through a grant, if available, it needs to be recognized that Staff from all the cities are stretched, and therefore, it's more likely that the funds that are supporting this program will actually be used this next fiscal year. Harrisburg has committed \$10,000, but actually has \$15,000 available, if needed.

This is a two-year commitment, although, just like the current IGA, the organization will continue to operate as committed, until the responsibilities as mutually agreed upon, are fulfilled. If the City Council agrees with the organization and our continuing partnership with the other cities, then Staff asks that you authorize the Mayor to sign the new IGA. The motion is at the top of the Staff Report.

REVIEW AND APPROVAL:



Michele Eldridge 05.07.25  
City Administrator



## INTERGOVERNMENTAL AGREEMENT BETWEEN VARIOUS MUNICIPAL CORPORATIONS OF THE STATE OF OREGON

### **PARTIES TO THE AGREEMENT**

This agreement made and entered into this \_\_\_\_ day of November 2019, by and between the following municipalities:

|               |            |
|---------------|------------|
| Adair Village | Lebanon    |
| Brownsville   | Monroe     |
| Halsey        | Philomath  |
| Harrisburg    | Sweet Home |

All listed cities are municipal corporations of the State of Oregon, hereinafter called CITIES, and hereby partner for the formation of the Mid-Valley Partnership, hereinafter called MVP, for the purpose of building economic development capacities for the region. This will be accomplished by creating a joint economic development organization as identified in Exhibit A – “Mid-Valley Prosperity Partnership Economic Strategy and Action Plan – 2019” and by creating the deliverables listed in Exhibit B.

### **PURPOSE**

The CITIES are desirous of enhancing economic development activities that better serve the public. The CITIES will utilize resources such as personnel time, capacities, facilities and funding to promote the vision, strategy and goals set forth herein. This agreement is authorized and provided for by the provisions of ORS 190.010.

### **IN CONSIDERATION OF THE MUTUAL CONVENANTS CONTAINED HEREIN, THE PARTIES AGREE TO THE FOLLOWING TERMS, PROVISIONS AND CONDITIONS:**

1. **Financial Obligations by CITIES.** CITIES shall cost share expenses on mutually agreed to terms allowed and authorized by each CITIES governing body

through the CITIES manager, administrator or authorized designee. Responsibility to meet financial obligations will be the sole responsibility of every political subdivision who is a party to this agreement.

During FY 19-20, expenditures by each City shall be within existing appropriate budgeted funds. A work program and budget will be developed by the Operations Group and proposed to each City in the FY 20-21 and subsequent budget processes.

2. **Service to be Performed by Third-Party Agents.** CITIES shall ensure performance of any services rendered on behalf of CITIES.
3. **Term.** This agreement shall be from November 1<sup>st</sup>, 2019 through and including June 30, 2022. However, the CITIES shall continue until all agents and third-party obligations are met once officially authorized by this agreement. The CITIES shall review the terms of the agreement and mutually determine if any amendments are desired. For any modification(s) to be effective, any amendment, modification or otherwise shall be in writing and approved by all parties and placed as an attachment or appendices to this agreement.
4. **Indemnification.** To the fullest extent permitted by law, and in accordance with the Oregon Constitution and the Oregon Tort Claims Act, each party to this Agreement shall indemnify, defend, save, and hold harmless the other party and its officers, employees and agents from and against all claims, actions, liabilities, damages, losses, or expenses, arising from actions derived for the purpose of this agreement:  
  
Failure or refusal of one party to perform or fulfill its responsibilities under this Contract or any law, through no fault of the other party. The obligations or rights under this section may not be delegated or assigned without the express consent of the other parties.  
  
The obligations contained in this section shall survive the termination of this Agreement.
5. **Entire Agreement.** This Agreement signed by all parties is the parties' final and entire Agreement and supersedes all prior and contemporaneous oral or written communications between the parties, their agent and representatives. There are no representations, promises, terms, conditions or obligations other than those contained herein.
6. **Venue.** Resolution of any disputes arising out of the performance of this contract shall be maintained in the Circuit Court of Linn County and/or Benton County as a last resort.
7. **Intent.** The intent of this Agreement is to cooperatively create a working relationship that will be mutually beneficial.

**IN WITNESS WHEREOF**, the CITIES by resolution duly adopted by its respective CITIES Council cause this agreement to be signed by its Mayor and attested by the CITIES Recorder, all on the day and year first above written.



**[Signature Pages to be added individually  
to the agreement upon execution.]**

**2019 MVP IGA Signature Page**



Mayor



Administrator

Date: 10/22/2019

Date: 10.22.2019

## Introduction

Linn and Benton Counties are the heart of the southern part of Oregon's Willamette Valley, stretching east and west from the top of the Cascades to the top of the Coast Range. It is a region with long Native American history and heritage, and the history of pioneers from the eastern United States traveling on the Oregon Trail to reach this land which was and is rich in natural resources and opportunity. The two counties historically have been central to Oregon's agriculture and timber economies. This has included not only raising and harvesting crops and timber, it has included industries for processing, packaging, and shipping finished timber and agriculture products. These industries historically have been the foundation of employment, culture, and society in the two counties.

But, the economic foundation of the region was greatly shaken with the significant reduction of timber harvesting starting in the early 1980's. This eliminated jobs in the woods, jobs in the mills, and jobs in the supporting business community. It created a stagnant and diminishing population and economic base in the cities in the region, especially the smaller cities.

Agriculture remained strong, but the nature of the agriculture industry changed with growing commoditization, technology impacts, and global trade.

During the last two decades, high-technology businesses have located in the region bringing new dimensions to the economy with new employment, capital investment, and assessed valuation. The bulk of the high-tech growth has been in the large cities in the region, specifically Corvallis and Albany. However, the promise of becoming a high-tech hub was tempered with the Hewlett-Packard facility in Corvallis starting strong with employment to major reductions in jobs over time. This is a symptom of the global market and changing technologies encouraging large corporate businesses to rethink their systems, processes, and locations.

Competitive advantage is key to attracting and retaining businesses such as HP, and just as critical in attracting and retaining businesses and investment of all sizes and in all locations.

Starting with the "Rural Linn County Economic Development Proposal" created by leaders from rural cities in Linn County in 2015, leaders from several rural Linn communities continued to meet to discuss economic development strategies for the region. In the fall of 2017, eight cities from rural Linn and Benton Counties applied for a Rural Opportunities Initiative Grant through Business Oregon to partner with RAIN to bring a Venture Catalyst to the region to work with local entrepreneurs. These cities seek to continue the intra-city effort to create efficient and effective structures for furthering the economic objectives of the region beyond the Rural Opportunities Initiative grant and the work done through RAIN.

The initial eight-city collaborative consists of Sweet Home, Lebanon, Brownsville, Halsey, Harrisburg, Monroe, Adair Village, and Philomath. Together they take the name "Mid-Valley Partnership, or MVP. This Strategic Action Plan is the framework for the cities to work together to accomplish common economic goals and respond to common economic opportunities.

The eight-city initial collaborative reviewed the Rural Linn County Economic Development proposal created in 2016. This strategy document is based on that work, seeking to update and expand its scope to meet needs of the broader Linn-Benton region beyond the RAIN project.

## Assessment of the Environment, Opportunity, and Needs

- Economic growth is happening throughout Oregon with historically high employment rates, high business investment, high levels of export, and high revenue and profit. However, this growth is primarily happening in larger cities which have the capacity to attract and support this level of economic development. Oregon's rural communities continue to not share this high level of economic prosperity.
- In the Linn-Benton region, Corvallis and Albany have great capacity for supporting economic development in dedicated city staff and active economic development organizations. This capacity allows these larger cities to effectively respond to queries from potential businesses and investors, to respond to Business Oregon and other organizations when they disseminate requests for information on behalf of potential businesses, and to facilitate the siting, development, operation, and growth of new businesses.
- None of the cities in this partnership have the same capacity to participate in these high-level economic development activities. There is no framework to cooperate with or even complement the efforts of Albany and Corvallis in attracting new business investment into the region. The smaller communities get left behind.
- There is significant opportunity for bringing economic investment to the eight cities in the partnership if the cities understand how to position and leverage their individual and joint assets, and how to respond to opportunities.

The best opportunity for economic investment in these communities may lie in working collaboratively, recognizing several things:

- The economic, housing, and services markets no longer focus on individual communities, but instead on systems tying together regions with multiple communities.
- Smaller cities can now compete with any larger city as a location for business investment due to the advent and growing availability of high-speed and high-capacity internet connections.
- Smaller cities have the competitive advantage of small-town livability.
- Each of the partners has assets and opportunities unique to themselves, but potentially stronger when tied together and leveraged.

This strategy is a commitment by each of the cities to work toward a partnership agreement to act as a coordinated economic development entity to accomplish three primary goals:

- To develop a coordinated story about the assets and opportunities available in each of the partner cities, and in the network of the cities working together.
- To research, identify, and pursue economic opportunities created by looking at the partner cities and region as a single economic, housing, and services system.

- To be able to respond to requests for information, invitations to respond to opportunities, create and implement regional economic development strategies, and advocacy for the region's interests.

## Assets to Promote and Leverage

The managers and administrators of the Mid-Valley Prosperity Partnership met in August 2019 to build the foundation for the update of prior strategic planning. In that meeting, the leaders identified several assets of the region that create significant economic opportunity. These are in addition to assets identified in earlier work. These are:

- Higher Education – Two major research universities and one technology focused community college are in the immediate region. This presents great opportunity for using land and resources in the eight cities to help the education institutions pursue and expand their research and development programs.
- Traded Sector – While agriculture and timber economies were historically based on growing and harvesting, the expectation in today's economic world is traded sector where the raw materials created by farm and forest activities are processed locally in manufacturing, food processing, and creation of finished products and distribution of those products globally. The cities each have land and resources to expand traded sector businesses.
- Agriculture Businesses – The Willamette Valley, along with all of Oregon, is marked by family farms rather than large scale corporate farming. These farms compete well relying on the power of co-ops to create competitive abilities. However, these systems can be fragile. Strengthening family farms by creating traded sector vertical integration is highly important to the future. As well, providing farmers with additional income streams to diversify their business models will help preserve the family farm foundation of the region. These additional income streams may include produce and meat sales on-site, restaurant services on-site, farm-stays, and other activities.
- Telecommuters and Home-Based Businesses – With the advent of high-speed internet access to all communities, the opportunity exists to attract telecommuters and homebased businesses that can operate completely remotely. These foot-loose entrepreneurs may find livability opportunities in the eight cities where they can operate and succeed on a global scale to be highly attractive.
- Micro-businesses – Generally cannot afford the startup costs necessary in a larger city. The eight cities can provide incubator and micro-business support infrastructure, possible in conduction with the higher institution institutions, and likely at lower costs.
- Available Infrastructure – The Mid-Valley is poised for economic success for many reasons including extensive infrastructure. Not only is the area laced with surface trucking and automobile links including I-5 and several major highways, it has two major rail lines, pipelines, and a regional and several general aviation airports. Each of the cities has sewer, water, and storm systems with capacity to meet development needs. Broadband internet services are widely available. Energy including natural gas and electricity are available at

highly competitive rates. Now under development is a very large containerized freight transfer facility linking trucking to rail amplifying the efficiency of freight movement in the mid-Willamette Valley.

- Physical Alignment – The cities are close together and aligned on a general east/west axis across the Valley. They are connected by state highways. The I-5 corridor is crossed by similar city alignments east and west of Salem and east and west of Eugene. The fact these alignments to the north and south are anchored by large cities gives those aligned regions greater economic opportunity. The Linn-Benton aligned cities have not rallied in the past around common interests and opportunities but have great potential to thrive if the east/west physical alignment is amplified by an east/west economic alignment especially recognizing the north/south links offered by I-5 including easy access to commercial aviation at Mahlon Sweet Field in Eugene.
- Affordability and Ease of Development – The rural communities have more streamlined and less extensive codes than the surrounding larger cities coupled with a “How can we get to yes?” attitude. Land and development costs and fees are generally less than in larger communities. The communities support economic development and, working together, can be a formidable competitor for investment in retention, expansion, and creation of businesses.

## Strategy

1. [Establish a rural-focused primary point of contact collaborating with all existing services and organizations to align, focus, and leverage resources and connect entrepreneurs to resources](#)

Existing, relocating, or start-up businesses can all benefit from assistance to successfully implement their growth strategies. A plethora of services and support organizations currently exist at state and local levels to help, but it is difficult for owners of businesses of any size to easily tap into these critical resources. By creating an entity to focus on these rural Linn County interests and represent them to other organizations, the Partnership will ensure those resources are better aligned, leveraged, and accessed in our communities.

As a result of fostering collaboration and helping align and focus resources for the eight rural cities:

- The Partnership will collect, catalog, and share relevant information, organizations, and services, and will help enable businesses to access and utilize needed resources. This will include an asset map to discover and understand the potential available in the region.
- The services to be cataloged shall be broad based including workforce development, finance, small business management assistance, and other important resources to help businesses succeed.
- By connecting existing and potential businesses to these resources, the Partnership will facilitate economic growth and employment opportunities.
- Where resources do not exist, or are not at the needed scale, MVP will identify those needs and work to see they are addressed.



- MVP will be a voice for businesses in rural Linn and Benton counties when working with regional, state, and global entities.
- MVP will plan for realizing the economic potential of the region looking for those places to connect needs and opportunities.

### Outcomes

- A complete inventory of local land use and zoning laws and mapping with the means to keep it updated.
- A complete and constantly updated database of land and buildings available for new business development.
- A catalog of business services including banks, accounting, legal, commercial real estate firms, and other professional services available to business owners and entrepreneurs, as well as the government service of Business Oregon, Worksource Oregon, the Small Business Administration, and other economic development organizations.
- Assistance in knowledge of, understanding, and navigating state, county, and local rules and regulations.
- MVP becomes a behind-the-scenes partner helping new or existing businesses make the decisions to locate or expand locally and to increase their success.
- A recognizable organization and regional point of contact to provide advocacy and leadership in regional economic development efforts, serving as a credible entity to work with businesses, the Regional Solutions Team, other state and federal agencies, institutions of higher education, and the Legislature and Congress. Advocacy through the Cascade West Council of Governments and the League of Oregon Cities is currently underway.

## **2. Connect new entrepreneurs with learning opportunities and start-up support.**

A prominent commercial real estate broker recently commented, “I see lots of potential entrepreneurs with great ideas and nothing else.” The “nothing else” these potential businesses lack is financial support for initial purchases, technical assistance, management support, legal training and support, and market research.

- MVP will use its developed network of existing contacts, organizations, and services to assist current and emerging entrepreneurs with accessing the tools and resources they need to bring their ideas to fruition. For example, understanding market rents for vacant storefronts in various communities, guidance or help in developing business plans, or referrals for legal and professional advice on organizational structures and business practices.

### Outcomes

- MVP is employing a rural business accelerator approach using the business incubator model developed by RAIN and services such as those provided by Senior Corps of Retired Executives (SCORE).

- The entrepreneur development work is critical to the region and the partnership will continue to sponsor and carry out this work and the program's recommendations.

### 3. Help link existing and potential employers with a skilled and trained workforce

A reliable source of trained people is critical to attracting new business and retaining existing businesses. Educational programs are underway through other organizations in the county to develop basic work skills. Linn Benton Community College, the City of Albany, Linn County and several local high schools have various programs to assist people of all ages to upgrade their skills, thus enhancing their employability. Worksource Oregon provides extensive information on training and employment opportunities. In addition, employers frequently have job specific training programs. However, existing employers also have made clear the need for basic or soft skills, i.e. timeliness, personal reliability, grooming.

- MVP will support the efforts of all these trainers to produce a skilled workforce to meet current and future needs.
- MVP will cooperate with Worksource Oregon and local workforce development entities to identify needs, opportunities, and systems for creating a larger and better prepared work force.
- MVP will include training and employment information in both its asset mapping and its publicly available information database.
- MVP will advocate as needed for rural training programs matching the needs of existing and potential rural employers.

### Outcomes

- Businesses are matched with trained workforce.
- Businesses are attracted to the region due to an existing, skilled workforce.

### 4. Advocate for the rural communities and the goals of this partnership for improved market conditions, and improved legislative, regulatory, or government laws, policies, and programs, particularly those directed at workforce readiness and development.

Rural areas generally lack a voice or a seat at the negotiating table. They may not be aware of government programs funding or facilitating economic development efforts, or may lack the capacity to access them. Having a voice, particularly one connected to existing economic development service organizations, is critical to participating in these efforts. Further, ensuring small, rural oriented employers can be heard when legislative or regulatory changes are proposed is also important in maintaining employment and job growth.

- MVP will work with state, county and local governments to ensure regulations and legislation are designed to stimulate rather than stifle local rural business growth including land use regulations, local fees and charges, building permit processes, and civil engineering requirements.

- MVP will work to simplify this task by developing knowledge and contacts within existing organizations.
- Oregon Cascade West Council of Governments is a regional resource for community and economic development efforts. MVP will work with OCWCOG to help leverage economic development programs and services. Oregon Cascade West Council of Governments also provides an advocacy platform to advance policy recommendations to better equip rural settings for economic development. Creating effective relationships with State officials is crucial for effective State involvement.

## Action Plan

In order to pursue and accomplish the four goals of the Mid-Valley Partnership, a common structure for working together and getting things done is critical to create. It is evident a formal agreement must be created to establish a formal entity to carry out this work. This entity needs to be funded, housed, and staffed appropriately to meet these needs:

- Facilitate and lead the ongoing work of the partnership.
- Staff resources to pursue the four goals above working with the leaders of the Partnership to set priorities for specific actions and a detailed work plan to achieve them.
- Continue to plan and pursue a detailed and specific economic strategy based on what the partner cities can accomplish working together leveraging the resources and assets of the region.
- Seek outside funding when appropriate to support the work.
- Develop the materials, narrative, and story to be universally used by the Partnership to effectively communicate what is needed to have an entrepreneur understand the assets, resources, and opportunities of the partner communities both individually and together.
- Serve as the primary point of contact for inquiries from Oregon agencies, other economic development organizations, local governments, and existing and potential business entities.

To create this entity, a joint effort and structure will be created by an Intergovernmental Agreement between the partner cities. As the joint effort finds success, the structure of the entity might need to change, but is determined to be appropriate at this time to use an IGA to create agreement on the structure and direction of the economic development entity, to create a system of governance, and to create the financial structure defining each city's contribution.

It is also determined the initial organization needs to be streamlined and focused on creating the required structure and achieving the initial identified goals.

The Intergovernmental Agreement will be drafted with these elements:

- Operational Group to Pursue the Outcomes and Strategies of this Plan
  - ▶ The City Manager or Administrator from each city.
  - ▶ Other staff as needed.

- Administration
  - ▶ The Cities of Lebanon and Sweet Home will jointly be the conveners and managers of the logistics and records of the meetings and activities.
  - ▶ The City of Lebanon will be the fiscal agent for the new entity.
  - ▶ The Operational Group will determine the need for staff and capital resources to carry out the work of the new entity after the first year.
- Finance
  - ▶ The existing working group will determine the needed structure of staffing and resources to carry out the first year of the regional entity. This to be reflected in the IGA.
  - ▶ The existing working group will determine the needed budget to carry out the first year of the regional entity with this to be reflected in the IGA.
  - ▶ The existing working group will determine the contribution needed from each of the partner cities, proportioned in an equitable manner. This will be incorporated into the IGA.

## Next Steps

| ACTION   | RESPONSIBILITY  | TIMEFRAME  |
|--|---|--|
| Draft the Intergovernmental Agreement (IGA)  | Subcommittee  | Completed by November 1 <sup>st</sup> , 2019                 |
| Develop a presentation summarizing this Plan to be presented to the City Councils of the eight cities with the recommendation to approve the IGA. The presentations will be made by members of the working group including the city managers and administrators. | Subcommittee to develop presentation                                | Ready to use by November 15 <sup>th</sup> , 2019             |
| Enter into a three-year IGA based on the Goals, Outcomes, and structure outlined above   | Advocacy and Council support by each City Manager and Administrator | Target for IGA approval is December 31 <sup>st</sup> , 2019  |
| Deliver the presentation to other cities as requested with an invitation to consider joining the partnership   | Entire Group  | As requested   |
| Define the Scope of Work and Staffing Needs to carry out the Plan  | Operation Committee   | March 2020   |
| Develop a financial plan for on-going operations to submit as part of each City's 20-21 and subsequent budget processes  | Operations Committee  | March 2020 and subsequent years                              |
| Revise this strategy as needed and update the IGA  | Operation committee   | Completed within three years of adoption of the initial IGA. |

## EXHIBIT 'B'

### Deliverables

*(Projected over the life of the agreement)*

#### ***Marketing***

- ★ The creation of a professional logo.
- ★ Branding: packaging the story of the region for the general public; specifically geared to the clientele the collective is attempting to attract and retain.
- ★ The creation of a professional website.

#### ***Asset Mapping***

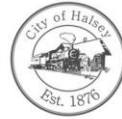
- ★ Develop a comprehensive list of resources to meet the purpose of this partnership including but not limited to:
  - The State of Oregon
  - Non-profit
  - Financial Resources
  - Angel Investors
  - Market Sectors
  - Higher Education Assets
  - Rural Advantages
  - Natural Aspects
  - Amenities
- ★ Oregon Prospector
  - Populate available property with uniformity.
  - Devote resources to maintain this important data base.
  - Identify all relevant information.

#### ***Contract Management & Personnel***

- ★ Determine how to accomplish necessary objectives.
  - Create work requirements
  - Develop budgetary needs.
  - Agree to means of execution.



- ★ RAIN Entrepreneurship
  - Continue to monitor efforts.
  - Ensure objectives are met per State agreements and obligations.
- ★ Personnel
  - Discuss advantages of hiring personnel.
  - Identify the capacities of existing personnel.
  - Determine housing and equipment needs.



## INTERGOVERNMENTAL AGREEMENT BETWEEN VARIOUS MUNICIPAL CORPORATIONS OF THE STATE OF OREGON

### PARTIES TO THE AGREEMENT

This agreement was made and entered into this \_\_\_\_ day of May 2025, by and between the following municipalities:

Adair Village  
Brownsville  
Halsey  
Harrisburg  
Lebanon  
Monroe  
Philomath  
Sweet Home  
Tangent

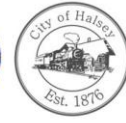
All listed cities are municipal corporations of the State of Oregon, hereinafter called CITIES, and hereby partner for the continued purpose of the Rural Economic Alliance (REAL), f.k.a. the Mid-Valley Partnership (MVP), for the purpose of building economic development capacities for the region. This has been accomplished by creating a joint economic development organization through this partnership agreement. Exhibit A is the Strategic Plan and Exhibit B is the Marketing Plan adopted by REAL.

### PURPOSE

The CITIES are desirous of enhancing economic development activities that better serve the public while capitalizing on opportunities both individually and collectively as needed. The CITIES will utilize resources such as personnel time, capacities, facilities and funding to promote the vision, strategy and goals set forth herein. This agreement is authorized and provided for by the provisions of ORS 190.010.

### **IN CONSIDERATION OF THE MUTUAL CONVENANTS CONTAINED HEREIN, THE PARTIES AGREE TO THE FOLLOWING TERMS, PROVISIONS AND CONDITIONS:**

1. **Financial Obligations by CITIES.** CITIES shall cost share expenses on mutually agreed to terms allowed and authorized by each CITIES governing body through the CITIES manager, administrator or authorized designee. Responsibility to meet financial obligations will be the sole responsibility of every political subdivision who is a party to this agreement.
2. **Service to be Performed by Third-Party Agents.** CITIES shall ensure the successful performance of any services rendered on behalf of CITIES.



3. **Term.** This agreement shall be from May 1<sup>st</sup>, 2025 through and including June 30<sup>th</sup>, 2027. However, the CITIES shall continue until all agents and third-party obligations are met once officially authorized by this agreement. The CITIES shall review the terms of the agreement and mutually determine if any amendments are desired. For any modification(s) to be effective, any amendment, modification or otherwise shall be in writing and approved by all parties and placed as an attachment or appendices to this agreement.
4. **Indemnification.** To the fullest extent permitted by law, and in accordance with the Oregon Constitution and the Oregon Tort Claims Act, each party to this Agreement shall indemnify, defend, save, and hold harmless the other party and its officers, employees and agents from and against all claims, actions, liabilities, damages, losses, or expenses, arising from actions derived for the purpose of this agreement:  
  
Failure or refusal of one party to perform or fulfill its responsibilities under this Contract or any law, through no fault of the other party. The obligations or rights under this section may not be delegated or assigned without the express consent of the other parties.  
  
The obligations contained in this section shall survive the termination of this Agreement.
5. **Entire Agreement.** This Agreement signed by all parties is the parties' final and entire Agreement and supersedes all prior and contemporaneous oral or written communications between the parties, their agent and representatives. There are no representations, promises, terms, conditions or obligations other than those contained herein.
6. **Venue.** Resolution of any disputes arising out of the performance of this contract shall be maintained in the Circuit Court of Linn County and/or Benton County as a last resort.
7. **Intent.** The intent of this Agreement is to cooperatively create a working relationship that will be mutually beneficial.

**IN WITNESS WHEREOF**, the CITIES by resolution duly adopted by its respective CITIES Council cause this agreement to be signed by its Mayor and attested by the CITIES Recorder, all on the day and year first above written.

**[Signature Pages to be added individually to the agreement upon execution.]**



## Deliverables

### ***Asset Mapping***

- ★ Develop a comprehensive list of resources to meet the purpose of this partnership.
  - The State of Oregon
  - Non-profit
  - Financial Resources
  - Angel Investors
  - Market Sectors
  - Higher Education Assets
  - Rural Advantages
  - Natural Aspects
  - Amenities
- ★ Oregon Prospector
  - Populate available property with uniformity.
  - Devote resources to maintaining this important data base.
  - Identify all relevant information.

### ***Contract Management & Personnel***

- ★ Determine how to accomplish necessary objectives.
  - Create work requirements.
  - Develop budgetary needs.
  - Agree to means of execution.
- ★ RAIN Entrepreneurship
  - Continue to monitor efforts.
  - Ensure objectives are met per State agreements and obligations.
- ★ Personnel
  - Discuss advantages of hiring personnel.
  - Identify the capacities of existing personnel.
  - Determine housing and equipment needs.



**Our Mission** | Building a thriving business economy throughout our rural communities.

## **EXECUTIVE SUMMARY**

Five years into its journey, the Rural Economic Alliance (REAL) has taken shape as a resource and advocate for economic development in the rural communities of Linn and



Benton counties. Looking ahead to the next five years, our ambition is to establish REAL more firmly, and to expand its impact.

In our region, economic development and community development are strongly intertwined. A thriving community is what attracts and retains the people who make businesses successful: employees, customers, and stakeholders. In turn, businesses provide the infrastructure and services that contribute to a community's vibrancy.

## INTRODUCTION

Rural Economic Alliance is a collection of nine cities in Linn & Benton counties working together to maximize resources and amplify local economic awareness based on collaboration and the general understanding that our regional is inextricably linked if we are competing on a statewide and national level for economic opportunities.

The cities have been working collaboratively for five years to build effective partnerships that will allow the collective to thrive into the future. A grassroots effort based on working together to speak with one voice, creating clear objectives, and executing opportunities that benefit the region.

## BRIEF HISTORY

The Rural Economic Alliance has been developed over the last eight years with its newest member, the City of Tangent, joining in 2021. Linn & Benton counties have helped with funding the Regional Accelerator & Innovation Network (RAIN), out of Eugene, Oregon to provide entrepreneurship development through rural cities. Business Oregon's Rural Opportunities Initiative (ROI) has also been a key partner in financing necessary elements while RAIN has been instrumental in leveraging financing through partnership as well. This grassroots, regional effort relies on an intergovernmental agreement to operate and execute identified objectives of the group. REAL is excited to begin increasing regional awareness of its goals and objectives over the next five years.

## KEY RESULT AREAS

Over the last two years, REAL has been busy with the development of a robust website and the creation of a five-year strategic plan, covering 2023-2027.

The website serves as a repository for people interested in locating or staying in our region. Being able to efficiently and effectively connect people to the resources they need is vital to growing our local economy.



## OPERATIONAL OBJECTIVES

### Year One

- ★ Identify marketing channels.
- ★ Maintain & expand the REAL website as a hub for relevant business resources.
- ★ Partner with the Small Business Development Center (SBDC) at Linn-Benton Community College (LBCC) to facilitate training for entrepreneurs & small businesses.
- ★ Focus recruitment by identifying the types of businesses most needed in our communities.

### Year Two

- ★ Facilitate connection between businesses for mutual support.
- ★ Connect business to the local workforce development through LBCC.
- ★ Create an advocacy plan to further the goals outlined in the strategic plan.
- ★ Advocate with local and state governments for improvements to transportation, schools, and land use opportunities along with other existing and emerging local business needs.

## CONCLUSION

Partnering with stakeholders, increasing communication, providing meaningful tools by connecting people with existing resources, and working collectively has been the hallmark of our success thus far. Oregon State University, the University of Oregon, and Linn Benton Community College are developing amazing talent that we must retain in our region, and the cities of REAL are the perfect place to do that.

By increasing the REAL footprint, we will see *real* increases in economic growth in our region.

**Exhibits A & B included below as referenced above.**



# 2023-2027

STRATEGIC PLAN | RURAL ECONOMIC ALLIANCE

## Our mission: building a thriving business economy throughout our rural communities.

Five years into its journey, the Rural Economic Alliance (REAL) has taken shape as a resource and advocate for economic development in the rural communities of Linn and Benton counties. Looking ahead to the next five years, our ambition is to establish REAL more firmly, and to expand its impact.

This strategic focus will allow REAL, with its limited resources, to identify key areas in which we can achieve the greatest economic benefit for its member communities and the region.

The six areas outlined here are interconnected and overlap significantly. For example, land use is an important topic in both recruiting and retention, and marketing is essential to effective advocacy work.

In our region, economic development and community development are strongly intertwined. A thriving community is what attracts and retains the people who make businesses successful: employees, customers, and stakeholders. In turn, businesses provide the infrastructure and services that contribute to a community's vibrancy.

In addition to these specific areas of focus, we will continue to engage in ongoing efforts that strengthen the collaboration between our communities, such as resource sharing and knowledge exchange.

## Planning in alignment with our core values.

Our core values as an alliance are **collaboration**, **resourcefulness**, **community**, **approachability**, and **initiative**. These values are reflected throughout this strategic plan.

# Areas of Focus

## 1. Retention & Expansion

### **Ambitions:**

Create conditions that make it possible for businesses to stay and expand in the REAL region.

### **Actions:**

- Create a work plan for business outreach (focused by location or sector) to understand unmet workforce needs
- Develop strategies to address workforce development needs based on findings from business outreach
- Connect businesses to the local workforce development boards as well as the small business development center through LBCC
- Support existing businesses by sharing technical resources and providing available staff support to projects initiated by the business community
- Maintain and expand the REAL website as a hub of relevant business resources
- Facilitate connection between businesses for mutual support
- Work with the local chamber of commerce and other interested parties on identifying potential actions to proactively support growth in regional tourism-focused businesses, opportunities to attract visitors (such as community events), and other opportunities to bolster tourism
- Explore the possibility of creating a funding pool and microgrant program for small businesses

### **Success Indicators:**

- Collection of stories of longevity and expansion
- Positive feedback from local business owners regarding REAL's assistance
- # of businesses in our communities staying steady or increasing year over year
- # of businesses engaged in conversations about workforce needs
- # of advising hours / clients seen by the SBDC

## 2. Recruitment

### **Ambitions:**

Diversify the region's economic base by supporting attraction and recruitment of businesses to rural Linn and Benton counties.

### **Actions:**

- Develop a recruitment strategy based on findings from business outreach
- Identify the types of business most needed in our communities so we can focus our recruitment efforts for each city as well as the REAL region
- Work with the Oregon Cascades West Council of Governments and other partners to coordinate regional recruitment efforts and strategies surrounding economic incentives
- Create a plan to implement economic incentives strategies and share it with traded-sector businesses looking to locate in rural Linn and Benton counties
- Work with Business Oregon's regional development officer to identify available resources and assets that may help attract traded sector businesses
- Share Business Oregon recruitment advertisements among REAL cities
- Ensure businesses are aware of incentives available to them locally

### **Success Indicators**

- Positive feedback from the business community
- # of meetings held with the Oregon Cascades West Council of Governments
- Stories of individual businesses successfully relocating
- Increase in REAL responses to Business Oregon recruitment advertisements
- Marketing materials created and distributed

### 3. Land Use

**Ambitions:**

Remove barriers to productive use of land and maximize the limited supply of buildable land.

**Actions:**

- Create a region-wide inventory of available commercial and industrial buildings as well as buildable land to ensure the region has enough land zoned to provide industrial and commercial opportunities
- Periodically monitor land development and update the land use map to ensure sufficient land in each designation to accommodate expected growth and expansion
- For industrial land less impacted by wetlands where development is more feasible, work with land owners to get this type of land identified as shovel ready by Business Oregon and market these sites through Oregon Prospector
- Coordinate on wetland planning, mitigation, and development with regional, state, and federal agencies such as the Oregon Department of Environmental Quality, Oregon Department of State Lands, Army Corps of Engineers, and Oregon Cascades West Regional Consortium, with the purpose of developing industrial land where possible

**Success Indicators:**

- Creation of region-wide inventory of commercial, industrial, and buildable land
- Designation of shovel ready sites, or redevelopment of commercial sites for infill
- # of sites listed and maintained on Oregon Prospector
- Increase of site inquiries from Oregon Prospector
- Volume of buildable land and available properties in our communities
- # of businesses expanding through construction or move into available properties
- Stories of individual businesses moving into available properties

## 4. Entrepreneurship

### **Ambitions:**

Support the founding of new businesses the REAL region.

### **Actions:**

- Continue to collaborate with downtown associations, chamber of commerce, and regional partners to provide support to entrepreneurship, retention, and expansion efforts by serving as a clearinghouse for regional data and resources
- Partner with the SBDC through LBCC to facilitate training for entrepreneurs and small businesses
- Develop materials informing entrepreneurs about ways REAL can support their endeavors
- Identify affordable funding mechanisms to support entrepreneurs

### **Success Indicators:**

- # of training participants
- Stories of individual entrepreneurs supported
- Informational materials published

## 5. Advocacy

### **Ambitions:**

Move political action and funding toward the key priorities of rural businesses.

### **Actions:**

- Create an advocacy plan to further the goals outlined in this strategic plan on behalf of our regional business community
- Advocate local and state governments for improvements to transportation, public schools, infrastructure, land use opportunities, among other existing and emerging needs of local businesses.



### Success Indicators:

- REAL contribution to key conversations about legislative action that impacts regional businesses
- Funding acquired from government sources
- Stories of political decisions made that support local businesses

## 6. Marketing & Stakeholder Engagement

### Ambitions:

Create brand recognition for REAL as well as for our rural communities as great places to live, to visit, or to start or expand a business.

### Actions:

- Develop a marketing and communications program to engage the business community
- Identify marketing channels
- Develop brand talking points
- Develop marketing materials to advertise the REAL region with emphasis on items of industry interest
- Promote regional businesses and the many factors that contribute to quality of life in our region (e.g. amenities, natural beauty)
- Establish a streamlined process for sharing successes across our communities
- Tell our stories across different formats, e.g. video testimonials
- Develop regular reports on the service REAL provides, economic development successes, and regional indicators of economic growth to be shared with councils or in public relations efforts

## Success Indicators

- Level of brand recognition for REAL, measured in survey in 2027
- Engagement with our stories and materials
- Level of engagement with our stories and materials, indicated by metrics including website visits and responses to social media posts.

Agenda Bill  
**Harrisburg City Council**  
Harrisburg, Oregon

**THE MATTER OF APPROVING THE FINAL DRAFT OF THE 2025-2030 STRATEGIC PLAN**

**STAFF REPORT:**

Exhibit A: Final 2025-2030 Strategic Plan

**ACTION:                    MOTION TO APPROVE THE FINAL DRAFT OF THE 2025-2030 STRATEGIC PLAN**

**THIS AGENDA BILL IS DESTINED FOR:** Agenda – May 13, 2025

| BUDGET IMPACT |           |                 |
|---------------|-----------|-----------------|
| COST          | BUDGETED? | SOURCE OF FUNDS |
| N/A           | N/A       | N/A             |

STAFF RECOMMENDATION:

**Staff recommends Council approve the Final Draft of the 2025-2030 Strategic Plan**

BACKGROUND INFORMATION:

The City Council is asked to review the Strategic Plan on an annual basis, in order to make sure that goals are in-line with our values and citizens’ expectations of the City.

Staff has added Goal No. 10, which is in relation to water line replacements in the future, needed on 9<sup>th</sup> St. and nearby streets. Some, but not all pictures have changed, as requested in the past.

REVIEW AND APPROVAL:



05.07.25

Michele Eldridge    Date  
City Administrator

# Harrisburg Strategic Plan

FY2025 – FY2030



**Prepared by City Staff**  
**January 2025**



## City Administrator Message

Mayor and City Council,

I am pleased to present the City of Harrisburg's FY2025 - 2030 five-year Strategic Plan. This plan will serve as a guide to fulfill Harrisburg's mission and vision through a series of goals, objectives, and actions. We continue to hope that the State of Oregon will keep a balanced outlook that won't affect small cities as much as it has in previous years but recognize that there are many challenges ahead. One of the tools

that the City is now using more includes legislative advocacy, and our membership as one of the founding members of the Small Municipality Advocacy Coalition. We've also strengthened our ties to our State Representative, and our State Senator, as well as utilizing more of the State's resources, including the Regional Solutions Team.

There are four overarching themes in the plan, which bring focus to the mission and vision of the city and organize the long-term goals of the plan. The four themes of the plan are:

1. Great Neighborhoods
2. Public Safety
3. Economic Development
4. Efficient Governance

Within each theme are goals, objectives, and actions. Most of the goals are intended to last for many years and should only change with shifting community values or upon new city opportunities or needs. The objectives and actions, however, are dynamic and should be modified to ensure the goals, vision, and mission of the City are continually being met.

The Strategic Plan fulfills the desires of the Mayor and City Council to be proactive and to plan ahead. It is intended to enhance the quality of life for our citizens and patrons, as well as ensuring the city organization is run with efficiency and effectiveness.

A special thanks to the City's management team involved in the development of this plan. Staff's contributions and expertise are vital. A good Strategic Plan depends on staff, as well as elected officials in both its formation and execution. Ultimately, of course, this plan belongs to the City Council. Their contributions and input are fundamental. It is hoped that the City Council members will frequently review this plan and team together with staff and the public to achieve the vision and mission it embraces.

Michele Eldridge  
City Administrator





## OUR MISSION

*Providing the highest quality public services for a better hometown Harrisburg.*

## OUR VISION

*A vibrant and charming community that has a high quality of life, great neighborhoods, balanced economic growth, and quality public services.*

## OUR VALUES

The City of Harrisburg's Strategic Plan is governed by three key elements: our mission, vision, and values. Our Mission Statement reflects the character of our community and is based on the principles of service and commitment. Our Vision Statement honors our history and looks to a promising future to which this Strategic Plan is directed. Our mission and vision are built on the foundation of the following core values, by which our elected officials, employees and volunteers are expected to follow.

**Transparent, Open, and Honest Government** – This value reflects our most important responsibility to our citizens and customers. Our competence is measured and, in fact, reinforced through active engagement of those we serve. We maintain an organizational reputation for openness, honesty, and integrity.

**Public Service** – We are public servants. We proactively find solutions to the community's needs. We are accessible, responsive, respectful, consistent, and understanding. We provide assistance beyond our customers' expectations.

**Fiscal Responsibility** – Proper use of public resources is a trust which we honor and protect. In our management of this trust, we must avoid even the appearance of impropriety. In our management of public funds, we constantly strive for the greatest possible efficiency and effectiveness.

**Personal Honesty and Integrity** – Each of us demonstrates the highest standards of personal integrity and honesty in our public activities to inspire confidence and trust in our government.

**Excellence** – Excellence is shown by being creative, professional, innovative, showing initiative, and being committed to our community. In this pursuit, we support continuing education and training for everyone in the organization.

**Teamwork** – We are a team that supports each other and the community, and we emphasize a high level of trust. We embrace a spirit of teamwork, empowerment, cooperation, collaboration, and community. We operate under the Together Everyone Accomplishes More (T.E.A.M.) concept.

**Diverse and Humane Organization** – We are an organization that has always honored diversity and protection of individual rights. Open communication, respect for others, compassion, and a sense of humor are essential tools in our organization. We value the cultural and social diversity that is reflected in our community, and we welcome the changes and new perspectives that this diversity brings to us.



# Strategic Plan Themes

The Strategic Plan has four main themes that reflect our Mission and Vision Statements: Great Neighborhoods, Public Safety, Economic Development, and Efficient Governance. Specific goals, objectives, and actions related to these four themes will allow the city to achieve its mission and follow the vision of the community.

Each theme includes the City's primary goals under that theme for the foreseeable future. The goals should remain constant over time and only be revised to reflect significant community changes or unanticipated events. A list of measurable objectives with benchmarks helps us track progress towards the goals. Objectives are generally identified to cover the five-year strategic planning period from the date they are adopted. Action items are the steps needed to meet the objective. Many more strategies and action items will be developed throughout the organization to align the entire organization with the goals and objectives identified in this plan.

This Plan is intended as a work in progress. While the mission, vision, values, and goals should remain constant, the objectives and action items will need periodic review and adjustment. We will track progress through regular reporting on the measures, and they will be incorporated into organization and community publications. The annual Budget and Capital Improvement Program will serve as reporting and implementing policy documents, that bear close relationships with the Strategic Plan. Those include the Comprehensive Plan, Transportation System Plan (in progress), Water Master Plan, Parks Master Plan, and in the future, the Wastewater Master Plan, and Storm Drainage Plan, plus related planning documents that also support the Strategic Plan.

The Plan, although adopted near the beginning of the calendar year, depends on the Fiscal Year for its annual progress or implementation. For example, a plan objective identified to be accomplished in 2022 means Fiscal Year 2022-23. (July 1, 2022 – June 30, 2023) The timing of the adoption of the plan allows the City Council to have a mid-year check on how the prior year's plan objectives are progressing and assists City staff with preparing the budget to assist with the Council's priorities adopted in the Plan.

# Council Priorities

The City Council previously identified its priority objectives and actions for Fiscal Year 2024-2025 from out of the strategic plan. The following table lists the priorities and updates as the date of this plan update.

| Description   |
|---|
| <p align="center"><b><u>The City's Top Priority for 2025-2030</u></b></p> <p align="center"><b>Design, Build, and Operate a Conventional Water Treatment Plant</b></p> <p align="center"><b>(Objective No. 9)</b></p> |
| <p align="center"><b>Create &amp; Advocate for a Wide Range of Housing Opportunities while Preserving and Improving Existing Affordable Housing (Objective No. 3)</b></p>   |
| <p align="center"><b>Develop, Maintain and Improve Total City Park Land Inventory (Objective No. 4)</b></p>   |
| <p align="center"><b>Make Regular and Substantive Improvements to City streets (Objective No. 6)</b></p>  |
| <p align="center"><b>Bring Community Awareness to Crime Issues in our City and Work to Create Solutions to Reduce and Prevent Crime (Objective No. 8)</b></p>   |
| <p align="center"><b>Enhance Outreach to Existing Businesses; Work with Regional Partnerships to Promote Harrisburg Businesses and Economic Development (Objective No. 13)</b></p>                                    |



**North Water Reservoir Under Construction**

# I. Great Neighborhoods

## Goals:

- **Goal 1:** Develop and maintain diverse neighborhoods where citizens will take pride in where they live. Create affordable and/or low-income housing opportunities while preserving and improving existing affordable housing.
- **Goal 2:** Provide diverse recreational, cultural, and educational opportunities for our citizens and visitors.
- **Goal 3:** Provide a functional transportation system that supports all modes of transportation.

## Great Neighborhood Objectives:

**Goal 1:** Develop and maintain diverse and affordable neighborhoods where citizens will take pride in where they live.

**Objective 1:** Review and update the Harrisburg Zoning and Subdivision Ordinances, as needed to assure the ordinances reflect changing community conditions, as well as provide greater flexibility in order to facilitate and promote a variety of development opportunities including a wide choice of types of housing, as well as commercial and industrial development



Priceboro Park

*Actions: Review and update the ordinance biennially starting in 2026.*

**Objective 2:** Initiate water conservation measures and best-practices community education programs. This project will regain its importance in the future, but major Street and Water Projects will control the pace of outreach. [Public Works]

*Actions: Present annually water conservation presentations to the public at various venues such as the Harrisburg Schools, Senior Center, Library, or HART Center. Inform the community on the importance of conservation methods with our newsletter, social media and our website. Provide homeowner community education classes on increasing irrigation efficiency, low flow fixtures, proper watering techniques, and landscape management to further reduce their monthly water bills.*

**Objective 3:** Create and advocate for a wide range of housing opportunities while preserving and improving existing housing.

*Actions: Work with contractors and developers to allow for flexibility, and to expedite processes wherever possible. Start marketing our developable residential properties when the water system is closer to completion, with direct mailing to builders' associations, and contractors who are located in our regional area.*

# I. Great Neighborhoods

**Objective 4: Advocate** and work to improve properties throughout Harrisburg to increase values, and enhance the marketability of the City of Harrisburg

*Actions: Work with Coburg Police to more effectively evaluate properties in need of improvement in relation to garbage, vegetation, and other issues and to more readily identify problem properties/chronic nuisances.*

|    | Measure  | FY2026               | FY2027           | FY2028           | FY 2029          | FY 2030          |
|----|--|----------------------|------------------|------------------|------------------|------------------|
| 1  | Biennial Review of Zoning/Subdivision Ordinances   | X                    |                  | X                |                  | X                |
| 2  | Initiate water conservation practices and public education   | X                    | X                | X                | X                | X                |
| 3a | Work with contractors and developers to allow for flexibility, and to expedite processes wherever possible.  | x                    | Direct Mail      | X                | X                | X                |
| 3b | Start marketing our developable residential properties when the water system is closer to completion, with direct mailing to builders' associations, and contractors who are located in our regional area.   | 1st Draft early 2026 | Annual Marketing | Annual Marketing | Annual Marketing | Annual Marketing |
| 4  | Work with Coburg Police to more effectively evaluate properties in need of improvement in relation to garbage, vegetation and other issues and to more readily identify problem properties/chronic nuisances | X                    | X                | X                | X                | X                |

**Goal 2:** Provide diverse recreational, cultural, and educational opportunities for our citizens and visitors.

**Objective 5:** Develop, maintain, and improve total City park land inventory. [City Administrator]



**Eagle Park**  
(North End)

*Actions: Apply for grants to assist in developing existing and future parklands. Develop and update our existing parks as defined in the Parks Master Plan, making them more accessible and relevant to citizens. Focus on low-cost development projects for Eagle Park, especially those that are grassroots, while also seeking larger funds for future phases.*

|      | Measure  | FY2026                   | FY2027                                       | FY2028                                | FY2029                                     | FY2030    |
|------|--|--------------------------|--|---------------------------------------|--|-----------|
| 5.a  | Apply for and acquire grants to develop existing and future parklands.                                   | OPRD LGGP Large Grant    |  | OPRD LGGP Large Grant                 |  | OPRD      |
| 5.b  | Develop and Update Existing Parks, making them more accessible as per the Parks Master Plan              | 25% Signs                | 25%  | 25%                                   | 25%  | As Needed |
| 5.c. | Update & create low-cost updates to Eagle Park and Continue to work with partners to develop each phase. | Trails, Wayfinding Signs | Playground, Active Area & Terrace/ Open Area | Boat Docks, Boat Landing, & Restrooms | Continued Trail Improvements & Landscaping | Update    |



# I. Great Neighborhoods

**Goal 3:** Provide a functional transportation system that supports all modes of transportation.

**Objective 6:** Make regular and substantive improvements to City Streets.

*Actions: Repair/Upgrade City Streets to at least a 'C' Standard. Design and construct a long-term rail/roadway solution with the railroad. Determine how to fund this project.*

*Actions: Plan and schedule future town halls and outreach to inform citizens about how the 4<sup>th</sup> St. Rail/Street Improvement Project will impact the homes abutting the BNSF tracks.*



Figure 1 Water Line Replacement

**Objective 7:** Apply for SRTS Grant to Improve the west side of N. 9<sup>th</sup> St. with curbs, gutters, and sidewalks from Smith St. to Diamond Hill Rd.

*Actions: Apply for SRTS Grant until successful.*



9th St. @ Burton, and nearby– 9<sup>th</sup> & Territorial St. - SRTS Project

# I. Great Neighborhoods

|     | Measure   | FY2026                  | FY2027           | FY2028 | FY2029 | FY2030 |
|-----|---|-------------------------|------------------|--------|--------|--------|
| 6.a | Repair/Upgrade City Streets to at least a 'C' standard; IAW Cities "Street Assessment Report 2016".   | X                       | X                | X      | X      |        |
| 6.b | Design and Construct a long-term rail/roadway solution with BNSF  | Project Near Completion | Project Complete | N/A    | N/A    |        |
| 6.c | Plan and schedule future town halls and outreach to inform citizens about how the 4 <sup>th</sup> St. Rail/Street Improvement Project will impact the homes abutting the BNSF tracks. | As Needed               | Project Complete | N/A    | N/A    |        |
| 7   | Apply for SRTS Grant until successful   | Apply                   | Apply            | Apply  | Apply  |        |



## II. Public Safety

### Goals:

- **Goal 1:** Ensure public safety by protecting people and property.
- **Goal 2:** Provide safe and reliable drinking water, sewage disposal and drainage systems.

### Public Safety Objectives:

**Goal 1:** Ensure public safety by protecting people and property.

**Objective 8:** Bring community awareness to crime issues in our City and work to create solutions to reduce and prevent crime. [City Administrator]

*Actions: Hold community crime prevention forums as community issues dictate; Establish and strengthen neighborhood watch groups and neighborhood watch patrol. Continue to monitor the statistical crime reporting database and provide quarterly updates to the City Council and the public on progress in reducing crime. Work on improving/enhancing relations and accessibility to law enforcement agencies and programs. Continue to hold community events such as National Night Out, and Fentanyl/Narcotics Prevention and Awareness on an annual basis.*

|     | Measure   | FY2026          | FY2027 | FY2028          | FY2029 | FY2030          |
|-----|---|-----------------|--------|-----------------|--------|-----------------|
| 8.a | Schedule Community Crime Prevention Forums when needed; Encourage citizens to do create new Neighborhood Watch programs.                                    | 2               | 2      | 2               | 2      | 2               |
| 8.b | Work on Improving/Enhancing Communication, Relations & Accessibility to Law Enforcement Agencies & Programs, Schedule National Night Out on an annual basis | Update Program  | X      | Update Program  | X      | Update Program  |
| 8.c | Partner with Linn Together to Educate the Public in Relation to Fentanyl/Narcotics Prevention & Awareness   | Awareness Forum |        | Awareness Forum |        | Awareness Forum |

**Goal 2:** Provide safe and reliable drinking water, sewage disposal and drainage systems.

**Objective 9:** Build and operate a conventional Water Treatment Plant. [City Administrator/Finance Director/Deputy Recorder, Public Works]

*Actions: Build and put treatment plant into operation.*

**Objective 10:** Design, construction and Funding for replacement of water lines on 9<sup>th</sup> St., LaSalle to Diamond Hill Rd, Burton St. from 7<sup>th</sup> to 9<sup>th</sup>, and Smith St., 4<sup>th</sup> to 7<sup>th</sup> St.

*Actions: Identify funding options, and design 9<sup>th</sup> St., Burton St. and Smith St. water line replacements.*

**Objective 11:** Construct slipline to existing sewer line under the RR Tracks, businesses, and N. 3<sup>rd</sup> St. [Public Works]



City crew repairing sewer system

## II. Public Safety

*Actions: Complete Construction of a second sanitary sewer crossing and add slipline to the existing sewer line located under the RR Tracks, through businesses, and N. 3<sup>rd</sup> St. to the main lift station.*

**Objective 12: Replace** the main sewer pressure line from City's Main Lift Station to WW Treatment Facility.

*Actions: Replace the main sewer pressure line from City's Main Lift Station to WW Treatment Facility*

|     | Measure   | FY2026                                  | FY2027  | FY2028 | FY2029 | FY2030 |
|-----|---|---|---------|--------|--------|--------|
| 9   | Construct and Operate Water Treatment Facilities  | Complete                                | N/A     | N/A    | N/A    |        |
| 10  | Design and Fund for replacement of water lines on 9 <sup>th</sup> St., LaSalle to Diamond Hill Rd.; Burton St. from 7 <sup>th</sup> to 9 <sup>th</sup> St., and Smith St., 4 <sup>th</sup> to 7 <sup>th</sup> St. | On-hold until Water Project Completed   | On-Hold | 5%     | 5%     | 5%     |
| 11. | Add Slipline to Existing Sewer Line under the RR Tracks, businesses, and N. 3 <sup>rd</sup> St.*  | On-hold until Water Project is complete | On-hold | 5%     | 5%     | 5%     |
| 12  | Replace the existing sewer pressure line from City's Main Lift Station to Waste Water Treatment Facility*.  | 5%                                      | 5%      | 5%     | 10%    |        |

\*Percentages are based upon current conditions. The funds and ability to complete these projects changes year by year, dependent upon funding & staffing. (A line break can easily use all the funds designated for this project.) The priority at this time is the completion of the water treatment facilities.



North Water Reservoir Under Construction

## III. Economic Development

### Goals:

**Goal 1:** Create an encouraging business environment by providing business resources, addressing regulatory barriers, and utilizing regional partnerships such as Oregon R.A.I.N., the Tri-County Chamber of Commerce, the Main Street Program and the Rural Economic Alliance. (REAL).

**Goal 2:** Continue to promote the Harrisburg Redevelopment Agency by advocating for the program and completing projects that can facilitate development opportunities.

**Goal 3:** Collaborate with Harrisburg businesses, focusing on business retention, expansion, promotion, start-ups, and entrepreneurship. Work actively to promote the business core, and attract new businesses to Harrisburg

### Economic Development Objectives:

**Goal 1:** Create an encouraging business environment by providing business resources, addressing regulatory barriers, and utilizing regional partnerships, such as Oregon R.A.I.N., the Tri-County Chamber of Commerce, the Main Street Program, and the Rural Economic Alliance.



Hurd's -- 75+ Years

**Objective 13:** Enhance Outreach to existing businesses. Work with regional partnerships to promote Harrisburg businesses and economic development. [City Administrator, City Recorder/Municipal Court Administrator]

**Actions:** Coordinate with Biz Oregon, the Tri-County Chamber of Commerce, OCWCOG, REAL, OEDA and others to reduce development impediments and attract new, desired development. Develop marketing program and review/update as needed. [City Administrator]

**Actions:** Using Main Street Resources at the Connecting Communities level, continue to build stronger relationships with local businesses, establishing a Strategic Plan to develop innovative programs and promotions and attract new businesses.

|      | Measure  | FY2026                                | FY2027 | FY2028 | FY2029           | FY2030           |
|------|--|---------------------------------------|--------|--------|------------------|------------------|
| 13.a | Coordinate closely with Biz Oregon, OCWCOG, OEDA, AMEDC, REAL and other economic development groups to reduce development impediments and attract new, desired development       | x                                     | x      | x      | x                | x                |
| 13.b | Develop marketing program and review/update as needed  | Develop                               | Update | Update | Update           | Update           |
| 13.c | Strengthen Main Street Program by holding Quarterly Meetings, Establishing a Strategic Plan Workshop and Developing Innovative Programs and Promotions to attract new customers. | Develop Programs<br>Increase Meetings | Update | Update | Update as needed | Update as needed |

## III. Economic Development

**Goal 2:** Continue to promote the Harrisburg Redevelopment Agency (HRA) by advocating for the program and completing projects that can facilitate development opportunities.

**Objective 14:** Utilize Urban Renewal dollars to maximize the total investment and redevelopment efforts in Harrisburg's downtown. Continue to increase the assessed value of the Harrisburg redevelopment area by making strategic public investments to spur private investments. [City Administrator, City Recorder/Municipal Court Administrator, Finance Director/Deputy City Recorder]

*Actions: Continue to promote/provide HRA Property Improvement (Grant) program when funds are available, for redevelopment of downtown buildings. Advocate for the URD program to outside taxing districts. Actively work to remove blighted structures from traditional downtown area.*

*Actions: Review Next Steps, including possible new Community Center/Library next to City Hall.*

**Objective 15: Continue** to Preserve Willamette River Water Rights and utilize for possible Economic Development Opportunities. (City Administrator, Public Works)

*Actions: Review in the future to verify requirements in order to utilize and preserve our water rights.*

|      | Measure   | FY2026                        | FY2027            | FY2028              | FY2029                | FY2030                |
|------|---|-------------------------------|-------------------|---------------------|-----------------------|-----------------------|
| 14.a | Advocate the URD program to outside taxing districts through marketing materials                                | X                             | X                 | X                   | X                     | X                     |
| 14.b | Review Next Steps in the URD program, including possible new Community Center/Library next to City Hall         | Review Next Steps             | Conceptual Design | Seek Grants/Funding | Seek Grants & Funding | Seek Grants & Funding |
| 15.  | Continue to Preserve Willamette River Water Rights and utilize for possible Economic Development opportunities. | Review & Discuss Requirements | Implementation    |                     |                       |                       |

**Goal 3:** Collaborate with Harrisburg businesses, focusing on business retention, expansion, promotion, start-ups, and entrepreneurship. Work actively to promote the business core, and attract new businesses to Harrisburg

**Objective 16:** Establish networking meetings with Harrisburg Businesses on a quarterly basis. Actively meet and collaborate with businesses to evaluate what business owners need from the City to improve/enhance their business.

*Action: Meet with REAL/RAIN and the Tri-County Chamber of Commerce to establish networking sessions, in Harrisburg on a quarterly basis. Send annual survey, and actively collaborate with area businesses.*

**Objective 17:** Establish resources on the City Website and in City Hall for businesses.

## III. Economic Development

*Action: Include links on the City's website to resources from RAIN and REAL to promote entrepreneurship. Market Harrisburg Businesses through social media, website, and bi-annual newsletters and other promotional materials.*

Action: Develop a Business Resources Webpage & new Business Packets

|      | Measure  | FY2026    | FY2027    | FY2028    | FY2029    | FY2030    |
|------|--|-----------|-----------|-----------|-----------|-----------|
| 16.a | Meet with RAIN & Chamber of Commerce to Establish Networking Sessions in Harrisburg on a Quarterly Basis                     | Quarterly | Quarterly | Quarterly | Quarterly | Quarterly |
| 16.b | Send Annual Survey, and Contact Businesses on an annual basis to Actively Collaborate on measures to evaluate business needs | X         | X         | X         | X         | X         |
| 17   | Develop Business Resources Webpage, & New Business Packets   | Update    |           | Update    |           | Update    |

## IV. Efficient Governance

### Goals:

**Goal 1:** Effectively and efficiently provide the services that Harrisburg's citizens need, want, and are willing to support.

**Goal 2:** Maintain a qualified, effective, and happy workforce.

### Efficient Governance Objectives:

**Goal 1:** Effectively and efficiently provide the services that Harrisburg's citizens need, want, and are willing to support.

**Objective 17:** Ensure transparent financial reporting and budgeting to the community. Maintain annual audit results establishing conformance to requirements and generally accepted accounting principles. [Finance Director/Deputy City Recorder]

*Actions: Continue to publish annual budget and audit results on the City's website. Achieve annual audit with no reportable findings of non-compliance. Investigate software options that could provide greater transparency and access to city information and data.*



Harrisburg City Hall

**Objective 18:** Investigate and implement new technologies and workplace practices that save time and resources. [All Departments]

*Actions: Implement technology and workplace practices that continue to reduce costs.*

**Objective 19:** Update Capital Improvement Program, and Verify SDC's and other Fee Structures are still competitive

*Actions: Update the CIP, and work through other Master Plans to further update SDC's. Continue to review and verify fee structures on an annual basis.*

**Objective 20:** Engage with Legislative Leaders to make changes at the State Level that will 1) Confirm and solidify Home Rule as it applies to small cities; 2) Work to eliminate overbearing regulatory requirements, including those that actively work to avoid state mandated funding; and 3) Submit Capital Needs

*Actions: Continue to Engage and Grow the Small Municipality Advocacy Coalition in order to solidify home rule, eliminate onerous regulatory requirements, and to focus on Harrisburg and our specific capital funding requirements.*



## IV. Efficient Governance

|     | Measure   | FY2026                            | FY2027                            | FY2028                            | FY2029                            | FY2030                            |
|-----|---|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|
| 17. | Reportable audit findings of noncompliance, increase transparency in operations   | None                              | None                              | None                              | None                              | None                              |
| 18. | Continue to reduce service delivery costs, and improve effectiveness of current services  | Maintain                          | Maintain                          | Maintain                          | Maintain                          | Maintain                          |
| 19. | Update Capital Improvement Program and Verify SDC's and other Fee Structures are still competitive in our regional area, on an annual basis.  | Review SDC's & Fees               |                                   | Review CIP/SDC's & Fees           |                                   | Review CIP/SDC's & Fees           |
| 20. | Continue to Engage and Grow the Small Municipality Advocacy Coalition in order to solidify home rule, eliminate onerous regulatory requirements, and to focus on Harrisburg and our specific capital funding requirements | Vigorously Participate & Advocate | Vigorously Participate & Advocate | Vigorously Participate & Advocate | Vigorously Participate & Advocate | Vigorously Participate & Advocate |

**Goal 2:** Maintain a qualified, effective, and happy workforce.

**Objective 21:** Maintain staff that is well-trained, certified, and given opportunities for growth inside the City organization. [All Departments]

*Actions: Employees and supervisors are encouraged to find relevant training opportunities to ensure employees are qualified for assigned work tasks. Where appropriate, supervisors shall cross-train employees. Budgeted funds for training shall be reviewed to assure necessary training is accomplished.*

**Objective 22: Perform** Compensation Analysis to keep wages consistent for comparably sized or regional Cities to better retain employees. [City Recorder/Municipal Court Administrator]

*Actions: Staff will perform Compensation Analysis on every three-year schedule. Determine a cost-of-living figure to apply to wages in years without a compensation analysis.*

|      | Measure  | FY2026         | FY2027            | FY2028               | FY2029         | FY2030            |
|------|--|----------------|-------------------|----------------------|----------------|-------------------|
| 21.  | Maintain certifications for employees  | 20             | 20                | 20                   | 20             | 20                |
| 22.a | RFP/IGA with an agency for Compensation/Wage Analysis Services                               | n/a            | 100% for FY 27/28 | n/a                  | n/a            | 100% for FY 30-31 |
| 22.b | Determine a cost-of-living figure to apply to wages in years without a compensation analysis | Configure COLI | Configure COLI    | Apply New Wage/Scale | Configure COLI | Configure COLI    |



National Night Out 2025

Agenda Bill  
**Harrisburg City Council**  
Harrisburg, Oregon

5.

**THE MATTER OF APPROVING THE CONSENT LIST**

**STAFF REPORT:**

- Exhibit A: City Council Minutes for March 25, 2025 & April 8, 2025
- Exhibit B: Payment Approval Report for April 2025
- Exhibit C: Re-Appointment for Library Board Member Pat Rufo
- Exhibit D: Out of State Travel for Chuck Scholz
- Exhibit E: Library Board Minutes for March 4, 2025
- Exhibit F: Municipal Court Collections Report for April 2025
- Exhibit G: Municipal Court Citation Report for April 2025

**ACTION: MOTION TO APPROVE THE CONSENT LIST**

A motion to approve the consent list will approve the following:

- 1. Minutes from the March 25, 2025 & April 8, 2025 City Council Meetings**
- 2. The Payment Approval Report for April 2025**
- 3. Appointment of Pat Rufo to the Library Board for a term ending June 30, 2028**
- 4. Out of State Travel for Chuck Scholz to attend the AWWA Expo in Denver, Colorado at a cost of \$2991**

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**THIS AGENDA BILL IS DESTINED FOR:** Consent Agenda –May 13, 2025

**STAFF RECOMMENDATION:**

**Staff recommends the City Council approve the consent list.**

**Building Permits:**

April 2025: Submitted: 18  
                  Issued: 19  
New Homes: Issued: 2

**Residential Valuation:** \$629,114.14

**Commercial Valuation:** \$106,265.00

**2025 YTD Valuation:** \$760,379.14

*Please note valuation is not added to the City's property tax base until the fall period following when the permit is finalized. As such, the typical timeframe for most construction to show up on our tax base is the following year in November. The valuation figure includes new home values, the value of commercial or industrial construction, and the value of extensive remodels.*

**Business Licenses Issued:**

- Solicitation License for Mini Pest Control : Bryson Jones : Located out of Springfield

- Into Wellness: Owner: Debra Martin-Bellville: Located at 170 N 3<sup>rd</sup> St

**Harrisburg Municipal Court:**

- The Collection Report (**EXHIBIT F**) for the month of April is \$12,010.92 which includes \$4,744.32 from collections.
- The Citation Report (**EXHIBIT G**) shows there were 28 citations issued in the month of April 2025 for a total of 40 offenses. There was one defendant charged with Harassment, one with False Info to Police Officer and one defendant cited with a Code Violation for Junk.

**Committee Minutes:** *Please note all committee/board minutes are approved by the individual committee, and not by the City Council consent agenda approval.*

**Harrisburg and HRA Budget Committee:** Chairperson Randy Klemm  
The Harrisburg and HRA Budget Committee last met on May 13, 2024.  
*Next Scheduled Meeting: May 12, 2025*

**Library Board:** Chairperson Alexandria Bennett  
The Library Board last met on March 4, 2025. Those minutes are attached  
*Next Scheduled Meeting: May 6, 2025*

**Personnel Committee:** Chairperson Kimberly Downey  
The Personnel Committee last met on March 13, 2025. Those minutes are not yet available.  
*Next Scheduled Meeting: TBD*

**Planning Commission:** Chairperson Todd Culver  
The Planning Commission last met on April 15, 2025. Those minutes are not yet available.  
*Next Scheduled Meeting: May 20, 2025*

**REVIEW AND APPROVAL:**

05/06/2025

Lori Ross  
City Recorder

Date

This document is supplemented by agenda packet materials, meeting materials distributed and audio recordings of the meeting and may be reviewed upon request to the City Recorder.



## Harrisburg City Council Minutes March 25, 2025

Mayor: Robert Duncan, Presiding  
 Council President: Mike Caughey, Present  
 Councilors Present: Kimberly Downey, Randy Klemm, Cindy Knox, Dana Henry  
 Councilors Absent: Charlotte Thomas (Excused) and Youth Advisor Nolan Malpass  
 Staff Present: City Administrator Michele Eldridge, Public Works Director Chuck Scholz, Finance Director/Deputy City Recorder Cathy Nelson and City Recorder/Municipal Court Administrator Lori Ross  
 Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

The Pledge of Allegiance was led by Mayor Robert Duncan

**CALL TO ORDER AND ROLL CALL** by Mayor, Robert Duncan at the hour of 7:16pm following the City Council and Planning Commission Work Session.

**CONCERNED CITIZEN(S) IN THE AUDIENCE:** All in attendance were there for items on the agenda.

*Item No. 1 on the agenda was skipped as we waited for the arrival of Sergeant Frambes who was delayed at another meeting.*

**THE MATTER OF THE MAYOR PROCLAIMING FRENCH CITIZEN JEAN-PAUL FAVRAIS AN HONORARY CITIZEN OF HARRISBURG:** Eldridge reviewed the staff report commenting that the proclamation is our way of honoring Jean-Paul Favrais for his dedication to the Russel Quinn family and all the other families he's helped. She informed Council the 4<sup>th</sup> of July Committee would like to recognize Lt. Quinn and Favrais at next year's celebration as it will be the 250<sup>th</sup> anniversary of the United States and the 160<sup>th</sup> anniversary of Harrisburg. This would allow time to educate the

March 25, 2025

citizens of Harrisburg about Lt. Quinn and Favrais. The City, however, would like to include a banner in this year's parade about the two of them leading up to next year's recognition.

- Mayor Duncan reviewed the history of Lt. Quinn and Favrais and read a quote from Melody Beattie: "Gratitude unlocks the fullness of life. It turns what we have into enough, and more. It turns denial into acceptance, chaos to order, confusion to clarity. It can turn a meal into a feast, a house into a home, a stranger into a friend" *and a small town into a sister city*. Mayor Duncan added this has been the highlight of his time as Mayor for Harrisburg.
- Klemm suggested having the proclamation available in both English and French.

**THE MATTER OF SCHEDULING AN ABATEMENT FOR A DANGEROUS HOUSE:** Eldridge reviewed the staff report informing Council that LCSO recently investigated this property after receiving three calls of lights being on at a home which was considered abandoned. They discovered that someone had been sleeping in the home. They also discovered the conditions that existed on the inside of the home, as well as the outside, which ultimately led to the assessment of a dangerous home by LCSO, the Harrisburg Fire/Rescue District (HFRD) and the City. Eldridge referred to the abatement warrant which has been posted on the property, as well as mailed to the owner. Eldridge stated that contact has also been attempted by phone with no success.

- Henry asked how long the home has been vacant. Eldridge responded for at least 10 years.
- Klemm asked about the owner of record. Eldridge commented we haven't had any contact from her since 2021. Eldridge then informed Council, the owner's son-in law, Dan Schroeder, is here this evening.
- Mayor Duncan asked about the Fire Department's investigation and Eldridge informed Council that Chief Griffith stated the HFRD would not be able to respond to a fire at that residence if needed due to the safety of his crew.
- Eldridge referred to the abatement process as indicated in HMC 8.10 and stated that this meeting is to set a date for a future public hearing. Eldridge then presented **Addendum 1**; pictures of the homes interior and exterior. (Addendum 1 is available upon request in the City Records Office)
- Mayor Duncan asked about the abatement process. Eldridge stated that due to the condition of the home, burning would be an option, however, asbestos testing would need to be completed first.
- Schroeder approached Council and informed them that none of the siblings, including his wife, want anything to do with the home but he is here to help in anyway he can. Schroeder added that there might be heirlooms in the home they might want to retrieve as well as the Chevy parked on the property if allowed.
  - Klemm **motioned to set a public hearing scheduled for April 8, 2025 to formally declare property as a dangerous house and to start the abatement process and was seconded by Caughey. The motion passed unanimously by a vote of 5-0.** (Yes: Klemm, Caughey, Downey, Knox and Henry. No. None.)

**THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO IF ONE IS AVAILABLE:** Sergeant Frambes joined the meeting at 7:52pm and started by updating Council on the recent break-ins of local coffee shops, Dari Mart and Subway in Harrisburg and surrounding areas in Linn County including Albany, Tangent and Scio. Sergeant Frambes added there were three deputies in town during this last break-in, but they were attending another call.

- Sergeant Frambes referred to recent posts on social media about local law enforcement and voiced LCSO's deep concern with the break-ins. They currently have

March 25, 2025

detectives in town looking for video footage to identify the suspects, which they believe is the same person, who is also involved with cases in Eugene and Lane County.

- Sergeant Frambes commented on the importance of a Neighborhood Watch program and added that LCSO would fully support the program and offer training.
- Knox asked about the three deputies in town during the break-ins. Sergeant Frambes stated they were all assisting with an assault call at the Mobile Home Park and added if the business's would have had an alarm system, they could have responded in minutes.
- Sergeant Frambes reviewed the reports from January and February 2025. Some of the highlights included:
  - Very little criminal activity which allowed for more traffic enforcement.
  - He pointed out the evening security checks and foot patrols taking place at the school district and the Harrisburg Plaza.
- Mayor Duncan voiced his appreciation for LCSO.
- Eldridge thanked Sergeant Frambes for his assistance with the dangerous house on Burton St.

**THE MATTER OF REVIEWING THE WAGE ANALYSIS FOR HARRISBURG EMPLOYEES AS RECOMMENDED BY THE PERSONNEL COMMITTEE:** Eldridge reviewed the staff report for the wage analysis. Some of the highlights included:

- Some job classifications didn't have disparities, or the differences were so minimal that only a cost of living was applied.
- It was recommended that two positions, Public Works Foreman and the Administrative Assistant, be left at their current wage scale due to being above average or at median wage levels.
- Eldridge referred to page no. 113 showing the proposed FY 2025-2026 wage scale based on the recommendations of the Personnel Committee. Eldridge added that on page 112, the new scale shows we are \$94,198.09 better off with wages than last year at this time.
- Downey, Klemm and Caughey thanked staff for providing the wage study and saving the City funds and added the data gathered was far easier to understand.
- Staff to work on a procedure for the next wage study and begin the process earlier in the year.
  - Downey **motioned to approve the Wage Analysis as recommended by the Personnel Committee for Fiscal Year 2025-2026 and was seconded by Caughey. The motion passed unanimously by a vote of 5-0.** (Yes: Downey, Caughey, Klemm, Knox and Henry. No: None.)

**THE MATTER OF APPROVING THE ANNUAL EVALUATION AND A PROPOSED WAGE INCREASE FOR THE CITY ADMINISTRATOR:** Downey thanked staff, Council and the Planning Commission for participating. Downey outlined some of the findings from the Personnel Committee meeting which included:

- Suggested wage increase to \$129,000 for the next fiscal year, which the budget will allow.
- A bonus of \$2,500 for her assistance with the wage study.
- There were only minimal changes with her contract agreement to reflect the new fiscal year.
- Henry asked about the number of hours Eldridge worked on the wage study on top of her normal work schedule. Eldridge added it took her 46 extra hours to complete.



March 25, 2025

- Klemm commented on the benefits of staff providing our own study and encouraged staff to keep looking at ways to save the City money.
  - Downey **motioned to approve (1); the annual evaluation for City Administrator Michele Eldridge at a score of 4.3 out of 5 and (2); approve the salary increase for the City Administrator to the amount of \$129,000 starting in the fiscal year 2025/2026 if the budget allows and (3); approve a bonus for the amount of \$2,500 for her assistance with this year's in house wage compensation study effective immediately and (4); approve the changes made to section 4.1; section 8 and section 9.1 of the City Administrator Employment Contract and (5); approve the changes made to the City Administrator Job Description and was seconded by Caughey. The motion passed unanimously by a vote of 5-0. (Yes: Downey, Caughey, Klemm, Knox, and Henry. No: None.)**
- Eldridge stated how grateful she was for being able to work for Harrisburg and added her appreciation to Council and her staff.
- Mayor Duncan commented on her dedication to the position. Klemm agreed and added the importance of making time for herself and family. Henry appreciates her historical knowledge of Harrisburg. Knox added the joy she has being a part of City Council and thanked them all. Caughey agrees with everyone.

**THE MATTER OF APPROVING A BONUS FOR EMPLOYEES ASSISTING IN THE 2025-2026**

**WAGE ANALYSIS:** Downey commented that she appreciates staff's willingness to assist with the wage study.

- Downey **motioned to approve the recommendation from the Personnel Committee to allow a \$500 bonus for City Employees Lori Ross and Cathy Nelson for their work on the wage analysis and was seconded by Caughey. The motion passed unanimously by a vote of 5-0. (Yes: Downey, Caughey, Klemm, Knox, and Henry. No: None.)**

**Others:**

- Ross reminded Council the SEI filing deadline is April 15<sup>th</sup>.

**With no further business, the City Council Meeting adjourned at the hour 8:32pm.**

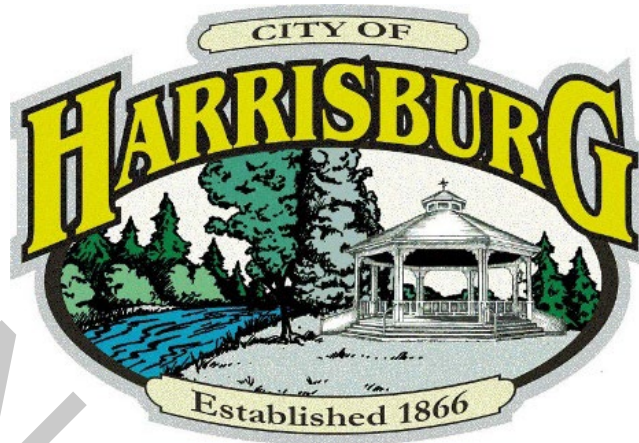
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**Mayor**

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**City Recorder**

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## Harrisburg City Council Minutes April 08, 2025

Mayor: Robert Duncan, Presiding  
 Council President: Mike Caughey, Present  
 Councilors Present: Kimberly Downey, Randy Klemm, Charlotte Thomas, Cindy Knox, Dana Henry and Youth Advisor Nolan Malpass  
 Staff Present: City Administrator Michele Eldridge, Public Works Director Chuck Scholz, Finance Director/Deputy City Recorder Cathy Nelson and City Recorder/Municipal Court Administrator Lori Ross  
 Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

The Pledge of Allegiance was led by Mayor Robert Duncan

**CALL TO ORDER AND ROLL CALL** by Mayor, Robert Duncan at the hour of 6:32pm

**CONCERNED CITIZEN(S) IN THE AUDIENCE:** All in attendance were there for items on the agenda.

**THE MATTER OF THE MAYOR PROCLAIMING APRIL AS CHILD ABUSE PREVENTION AND AWARENESS MONTH:** Council President Mike Caughey read the Proclamation on behalf of Mayor Robert Duncan, proclaiming April as Child Abuse Prevention and Awareness Month.

**THE MATTER OF HOLDING A PUBLIC HEARING TO DECLARE A DANGEROUS HOUSE AT 790 BURTON ST.** Eldridge reviewed the staff report which outlined the reason for tonight's public hearing. After this emergency abatement, the City currently has \$55,424 in liens on the property with a RMV of \$212,880. Eldridge informed Council that the son-in-law of the property owner; Dan Schroeder, has stated the family might be interested in paying off the City liens. Eldridge commented she is in favor of a solution that reduces staff time and reduces the liens on the

April 08, 2025

property. Eldridge pointed out the suggested solutions on page no. 8 of the agenda adding the 90 day time frame mentioned, is negotiable. Eldridge also informed the audience, if they would like to review the pictures of the home, she has them available upon request.

### **Mayor Duncan opened the Public Hearing at the hour of 6:43pm.**

#### **Testimony:**

- Randy Tegge, of Burton St, commented that he appreciates the City taking action on this property. He is concerned about the tree in the front yard by the house and thinks it could be a safety issue. Tegge would like to make sure the tree is part of the mitigation plan moving forward.
- Dan Schroeder, son-in-law of the property owner, informed Council he just recently learned about the home. He added that the immediate family is not willing to engage in the abatement process. Schroeder stated that he has gotten ahold of an asbestos company, a contractor and a structural engineer and they will be meeting at the residence on April 17<sup>th</sup> at 1pm to determine if the home is dangerous. His belief is the house is structurally sound but there is a major roof problem and clutter problem inside. He added there are some family members who might be willing to assist with the financial side if it makes sense and if it doesn't make sense, they will speak with the fire department about burning the home. Schroeder stated that Atez will be looking for asbestos and lead paint. Schroeder inquired about being able to access the property on more of a regular basis if it is deemed safe or if they would need to get permission from the City each time. Eldridge responded that the City doesn't own the property and cannot say who can or cannot access the property. Eldridge added the City can create something indicating the owner has given her family permission to access the property to abate the home. Schroeder offered his contact information to anyone who wants to discuss it further and assured Council that this will be handled.
- Eldridge voiced her appreciation for Schroeder stepping forward.
- Henry asked for clarification on whether Schroeder could access the property to mow or clean up vegetation. Eldridge clarified the owner would just need to give permission.

### **Mayor Duncan closed the Public Hearing at the hour of 6:52pm**

- Thomas **made a motion to return at the next Council Session with a resolution and process to negotiate with the owner and family to prescribe what must be done to make the building safe and was seconded by Henry.**
- Klemm asked if the motion was clear enough. *The consensus from Council felt it was.*
- **The motion passed unanimously by a vote of 6-0.** (Yes: Thomas, Henry, Caughey, Downey, Klemm, and Knox. Youth Advisor Nolan Malpass also voted in favor. No: None.)

**THE MATTER OF AUTHORIZING A RESTRICTIVE COVENANT TO APPLY TO THE EAGLE PARK PROPERTY:** Eldridge informed Council that applying a Restrictive Covenant was a condition of approval from our agreement with Linn County for our Conditional Use Permit and Greenway Development Permit for Eagle Park. She added once authorized, it will be placed on our Deed Declaration and submitted to the county for recording.

- Thomas inquired about someone possibly appealing. Eldridge responded that as of today, she hasn't been notified of an appeal. Eldridge to verify with Linn County tomorrow. The only thing left is to apply for the Floodplain Development Permit.

April 08, 2025

- Thomas **motioned to authorize a Restrictive Covenant to apply to the deed for Eagle Park Property and was seconded by Klemm. The motion passed unanimously by a vote of 6-0.** (Yes: Thomas, Klemm, Caughey, Downey, Knox and Henry. Youth Advisor Nolan Malpass also voted in favor. No: None.)

#### **THE MATTER OF IDENTIFYING A NEW OBJECTIVE FOR THE 2025-2030 STRATEGIC PLAN:**

Eldridge stated that after discussions with Scholz, it was decided to add the water line improvements project to the Draft Strategic Plan as it is an important project covering three major streets. This waterline replacements project has an estimated cost of \$5.5M. Eldridge added they don't feel it should be a priority at this time until the no.1 priority is completed.

- Knox **motioned to add the Waterline Improvement Project to the Draft Strategic Plan and was seconded by Klemm. The motion passed unanimously by a vote of 6-0.** (Yes: Knox, Klemm, Caughey, Downey, Knox and Henry. Youth Advisor Nolan Malpas also voted in favor. No: None.)

**THE MATTER OF APPROVING THE 2nd QUARTER 2024/2025 EXPENSE REPORT:** Nelson informed Council this is the halfway point with the budget through December 31, 2024 so we want to be around 50% on expenditures or even more on the revenues.

- Caughey questioned page no. 37, the investment revenue, and why the percentage was so low compared to others. Nelson reminded Council that in October or November of last year, the City had an Arbitrage Process to review the water bond and due to receiving too much interest since 2017, the City was required to pay back around \$322,000 which was taken out of this year's funds. Nelson added that due to the pandemic, unusual circumstance allowed us not to have pay for three years.
- Thomas asked if the \$322,000 was accumulated since the beginning of the bond. Nelson replied that it was and commented that if we were able to start the project about one year early, it might have cut down on the amount of the penalty. Nelson stated the funds go back to the federal treasury where the interest originally came from.
- Klemm **motioned to approve the 2<sup>nd</sup> Quarter 2024/2025 Expense Report and was seconded by Henry. The motioned passed unanimously by a vote of 6-0.** (Yes: Klemm, Henry, Caughey, Downey, Thomas and Knox. Youth Advisor Nolan Malpass also voted in favor. No: None.)

**THE MATTER OF APPROVING THE CONSENT LIST:** After discussion between Caughey and Ross, it was decided to remove the opening paragraph of the minutes from February 11<sup>th</sup> referring to his attendance.

- Caughey also inquired about the payment to Synergy on page no. 66 for the amount of \$6,201. Nelson informed Council it was for a server and security cameras for the sewer plant and added this was a one-time cost, besides maintenance, that was budgeted for.
- Henry asked if Scholz would continue to live at the property once the cameras were in place. Eldridge responded as a requirement from the Department of Homeland Security, we would still be required to have him live there until we can put in place about \$300,000 worth of fencing and additional security.
- Klemm **motioned to approve the consent list as amended and was seconded by Downey. The motion passed unanimously by a vote of 6-0.** (Yes: Klemm, Downey, Caughey, Thomas, Knox and Henry. Youth Advisor Nolan Malpass also voted in favor. No: None.) **A motion to approve the consent list approved the following:**
  - **Minutes from the February 11th and the March 11th, 2025 City Council Meetings**

- **The Payment Approval Report for March 2025**

**CITY ADMINISTRATOR VERBAL REPORT:**

- Eldridge pointed out the expense report shows the majority of expenses are well under 50%, which is a good place for the City to be.
- Nelson informed Council that the City has not yet received their FY 2023-2024 audit findings but hopes to have it by the end of the week. Nelson commented that the delay is due to a shortage of auditors currently performing government audits. Nelson also contributed this problem to GASB, (Government Accounting Standards Board) as well. Nelson also pointed out that City Auditor Steve Tuchscherer discovered about \$157,000 of funds, in the positive, for the City. She noted that it first appeared about 8 to 9 years ago. They were able to pinpoint that it originated from utilities, but it will be placed in the water fund, and the beginning balance will be adjusted to reflect it. Tuchscherer to provide more details at the next audit. Eldridge added the City is late with our last audit and the Auditor asked the Oregon Department of Revenue for an extension but was denied.
- Eldridge will be on vacation from April 23<sup>rd</sup> to the 30<sup>th</sup>.
- Eldridge showed Council the framed Proclamation (**Addendum 1**) that will be sent to Jean Paul Favrais along with a French version. She then referred to **Addendum 2** which indicates that Breal City Council is scheduled to discuss the subject of sister-cities on April 24, 2025. Eldridge also noted the five points they have created for us to follow. Thomas thought item no. 3 was vague and would like more information.

**With no further business, the City Council Meeting adjourned at the hour of 7:26pm**

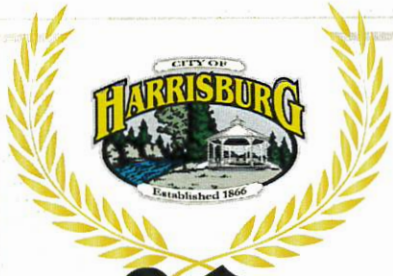
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**Mayor**

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**City Recorder**





# Proclamation of Honorary Harrisburg Citizen

THE FOLLOWING HONORARY CITIZEN AWARD IS GIVEN TO

*Jean - Paul Favrais*

*This certificate is awarded to Mr. Favrais for his extraordinary devotion to honoring the memory and family of 1st Lieutenant Russell Quinn, and for the recognition of all he has done to honor the sacrifices that helped to provide our nations with freedom.*

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**LORI ROSS**  
CITY RECORDER

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**ROBERT DUNCAN**  
MAYOR



A quick update on our progress. For now, we are still waiting for the official decision from the Bréal-sous-Montfort City Council, even though the mayor and his deputies are enthusiastic about the idea of the sister-cities project. Indeed, they cannot move forward concretely until the entire council approves the idea. Unfortunately, we are a little behind you. The issue could not be placed on the February council agenda because it was too late to prepare a resolution. It cannot be discussed in March because, as is the case every year, the March council meeting is devoted solely to budgetary matters. Therefore, the subject of sister-cities can only be put on the agenda at the council meeting on April 24, 2025.

To formalize the sister-cities agreement in a document, the idea we propose is to create a simple text in which the two towns can commit to the following points:

- 1 – Continue to honor the memory of Lieutenant Quinn and to pay tribute each year, during our respective patriotic ceremonies, to all those who fought to defend freedom in the world.
- 2 – Pass on the duty of remembrance to younger generations by involving schoolchildren in commemorative ceremonies and organizing exhibitions or lectures for their benefit in schools.
- 3 – Facilitate the reception of people who wish to travel to Harrisburg or Bréal-sous-Montfort to visit Oregon or Brittany, respectively, during tourist trips or possible school exchanges.
- 4 – Allow the residents of Harrisburg and Bréal-sous-Montfort to get to know each other better, for example by publishing articles submitted by the sister city in municipal newsletters.
- 5 - Encourage and facilitate any other complementary action to strengthen ties between the two cities.

## Report Criteria:

Detail report.  
Invoices with totals above \$0 included.  
Paid and unpaid invoices included.

| Vendor      | Vendor Name                   | Invoice Number | Description          | Invoice Date | Amount Paid | GL Account Number |
|-------------|-------------------------------|----------------|----------------------|--------------|-------------|-------------------|
| <b>1206</b> |                               |                |                      |              |             |                   |
| 1206        | Analytical Lab & Consultants  | 173922         | Water Testing        | 03/18/2025   | 265.00      | 51-65-4200        |
| 1206        | Analytical Lab & Consultants  | 173923         | Water Testing        | 03/18/2025   | 332.00      | 52-65-4200        |
| 1206        | Analytical Lab & Consultants  | 173924         | Water Testing        | 03/18/2025   | 74.00       | 52-65-4200        |
| 1206        | Analytical Lab & Consultants  | 173925         | Water Testing        | 03/18/2025   | 361.00      | 52-65-4200        |
| 1206        | Analytical Lab & Consultants  | 173926         | Water Testing        | 03/18/2025   | 332.00      | 52-65-4200        |
| 1206        | Analytical Lab & Consultants  | 173927         | Water Testing        | 03/18/2025   | 332.00      | 52-65-4200        |
| 1206        | Analytical Lab & Consultants  | 174090         | Water Testing        | 03/26/2025   | 426.00      | 52-65-4200        |
| 1206        | Analytical Lab & Consultants  | 174091         | Water Testing        | 03/26/2025   | 693.00      | 52-65-4200        |
| 1206        | Analytical Lab & Consultants  | 174206         | Water Testing        | 03/30/2025   | 265.00      | 51-65-4200        |
| 1206        | Analytical Lab & Consultants  | 174276         | Water Testing        | 03/31/2025   | 332.00      | 52-65-4200        |
| 1206        | Analytical Lab & Consultants  | 174277         | Water Testing        | 03/31/2025   | 332.00      | 52-65-4200        |
| Total 1206: |                               |                |                      |              | 3,744.00    |                   |
| <b>1212</b> |                               |                |                      |              |             |                   |
| 1212        | Bob Dickman Tire Center       | 3.15.24        | Repair Service       | 03/15/2024   | 64.00       | 11-45-2100        |
| 1212        | Bob Dickman Tire Center       | 7400077260     | Repair Service       | 01/25/2025   | 20.99       | 11-45-2100        |
| 1212        | Bob Dickman Tire Center       | 7400077737     | Repair Service       | 03/03/2025   | 50.99       | 51-65-4600        |
| 1212        | Bob Dickman Tire Center       | 7400077737     | Repair Service       | 03/03/2025   | 50.99       | 52-65-4600        |
| Total 1212: |                               |                |                      |              | 58.97       |                   |
| <b>3693</b> |                               |                |                      |              |             |                   |
| 3693        | Branch Engineering Inc        | 22932          | Engineering Services | 03/28/2025   | 39,137.27   | 51-78-8015        |
| 3693        | Branch Engineering Inc        | 22933          | Engineering Services | 03/27/2025   | 4,441.25    | 61-70-7600        |
| 3693        | Branch Engineering Inc        | 22934          | Engineering Services | 03/27/2025   | 435.34      | 11-42-2100        |
| 3693        | Branch Engineering Inc        | 22935          | Engineering Services | 03/27/2025   | 3,122.50    | 11-42-2100        |
| Total 3693: |                               |                |                      |              | 47,136.36   |                   |
| <b>2549</b> |                               |                |                      |              |             |                   |
| 2549        | Cascade Columbia Distribution | 920700         | Misc. P/W Expense    | 04/02/2025   | 1,765.80    | 52-65-4000        |
| Total 2549: |                               |                |                      |              | 1,765.80    |                   |
| <b>3407</b> |                               |                |                      |              |             |                   |
| 3407        | Cascade Health Solutions      | 94468          | Drug Testing         | 03/19/2025   | 695.00      | 11-44-6100        |
| Total 3407: |                               |                |                      |              | 695.00      |                   |
| <b>3732</b> |                               |                |                      |              |             |                   |
| 3732        | Cash                          | 4.16.25        | Change Order         | 04/16/2025   | 25.00       | 10-60-2400        |
| Total 3732: |                               |                |                      |              | 25.00       |                   |
| <b>3773</b> |                               |                |                      |              |             |                   |
| 3773        | CenturyLink                   | MARCH 2025     | Phone Bill           | 03/28/2025   | 20.43       | 10-69-3500        |
| 3773        | CenturyLink                   | MARCH 2025     | Phone Bill           | 03/28/2025   | 42.79       | 52-65-3500        |
| 3773        | CenturyLink                   | MARCH 2025     | Phone Bill           | 03/28/2025   | 46.44       | 52-65-3500        |
| 3773        | CenturyLink                   | MARCH 2025     | Phone Bill           | 03/28/2025   | 40.90       | 10-69-3500        |
| 3773        | CenturyLink                   | MARCH 2025     | Phone Bill           | 03/28/2025   | 46.44       | 52-65-3500        |

| Vendor      | Vendor Name                    | Invoice Number | Description                         | Invoice Date | Amount Paid | GL Account Number |
|-------------|--------------------------------|----------------|-------------------------------------|--------------|-------------|-------------------|
| 3773        | CenturyLink                    | MARCH 2025     | Phone Bill                          | 03/28/2025   | 42.79       | 52-65-3500        |
| 3773        | CenturyLink                    | MARCH 2025     | Phone Bill                          | 03/28/2025   | 46.44       | 52-65-3500        |
| 3773        | CenturyLink                    | MARCH 2025     | Phone Bill                          | 03/28/2025   | 41.24       | 51-65-3500        |
| 3773        | CenturyLink                    | MARCH 2025     | Phone Bill                          | 03/28/2025   | 40.90       | 51-65-3500        |
| 3773        | CenturyLink                    | MARCH 2025     | Phone Bill                          | 03/28/2025   | 44.89       | 51-65-3500        |
| Total 3773: |                                |                |                                     |              | 413.26      |                   |
| <b>4075</b> |                                |                |                                     |              |             |                   |
| 4075        | Chronicle Heritage             | INV04545       | Cultural Resource Survey            | 04/24/2025   | 5,157.55    | 61-70-7000        |
| Total 4075: |                                |                |                                     |              | 5,157.55    |                   |
| <b>3914</b> |                                |                |                                     |              |             |                   |
| 3914        | City of Coburg                 | QRT 1 2025     | Law Enforcement Services            | 04/02/2025   | 11,116.00   | 10-66-3050        |
| Total 3914: |                                |                |                                     |              | 11,116.00   |                   |
| <b>2939</b> |                                |                |                                     |              |             |                   |
| 2939        | Cobalt Computer Services, Inc. | 31319          | Computer Service                    | 03/31/2025   | 341.20      | 40-65-8015        |
| 2939        | Cobalt Computer Services, Inc. | 31440          | Computer Service                    | 03/31/2025   | 945.00      | 40-65-8015        |
| Total 2939: |                                |                |                                     |              | 1,286.20    |                   |
| <b>3348</b> |                                |                |                                     |              |             |                   |
| 3348        | Code Publishing, Inc.          | GCI0017071     | Web Hosting                         | 03/28/2025   | 122.50      | 10-60-2900        |
| 3348        | Code Publishing, Inc.          | GCI0017309     | Codification Update                 | 04/23/2025   | 122.50      | 10-60-2900        |
| Total 3348: |                                |                |                                     |              | 245.00      |                   |
| <b>2720</b> |                                |                |                                     |              |             |                   |
| 2720        | Comcast                        | APRIL 2025     | Internet Service                    | 04/02/2025   | 435.22      | 10-60-2000        |
| 2720        | Comcast                        | APRIL 2025 LI  | Internet Service                    | 03/23/2025   | 286.85      | 24-60-2525        |
| 2720        | Comcast                        | APRIL 2025 P   | Internet Service                    | 04/01/2025   | 159.40      | 51-65-3550        |
| 2720        | Comcast                        | APRIL 2025 P   | Internet Service                    | 04/01/2025   | 159.40      | 52-65-3550        |
| Total 2720: |                                |                |                                     |              | 1,040.87    |                   |
| <b>1210</b> |                                |                |                                     |              |             |                   |
| 1210        | Conser Quarry Company          | 01126902       | Gravel                              | 04/16/2025   | 600.45      | 51-65-2400        |
| 1210        | Conser Quarry Company          | 01126957       | Gravel                              | 04/17/2025   | 969.75      | 51-65-2400        |
| Total 1210: |                                |                |                                     |              | 1,570.20    |                   |
| <b>3913</b> |                                |                |                                     |              |             |                   |
| 3913        | DataBar Inc                    | 270675         | Utility Billing Statements          | 04/10/2025   | 32.03       | 23-70-2500        |
| 3913        | DataBar Inc                    | 270675         | Utility Billing Statements          | 04/10/2025   | 420.07      | 51-74-2200        |
| 3913        | DataBar Inc                    | 270675         | Utility Billing Statements          | 04/10/2025   | 420.07      | 52-74-2200        |
| Total 3913: |                                |                |                                     |              | 872.17      |                   |
| <b>3966</b> |                                |                |                                     |              |             |                   |
| 3966        | DCBS Fiscal Services           | MARCH 2025     | State Surcharge - Building/Electric | 03/31/2025   | 648.59      | 26-70-1050        |
| 3966        | DCBS Fiscal Services           | MARCH 2025     | State Surcharge - Building/Electric | 03/31/2025   | 139.61      | 27-70-1050        |
| Total 3966: |                                |                |                                     |              | 788.20      |                   |

| Vendor      | Vendor Name                   | Invoice Number | Description                     | Invoice Date | Amount Paid | GL Account Number |
|-------------|-------------------------------|----------------|---------------------------------|--------------|-------------|-------------------|
| <b>3896</b> |                               |                |                                 |              |             |                   |
| 3896        | Delapoer Kidd PC              | 2106           | Attorney Fees                   | 04/01/2025   | 892.50      | 10-42-2700        |
| 3896        | Delapoer Kidd PC              | 2106           | Attorney Fees                   | 04/01/2025   | 1,110.00    | 10-42-2500        |
| Total 3896: |                               |                |                                 |              | 2,002.50    |                   |
| <b>4032</b> |                               |                |                                 |              |             |                   |
| 4032        | Excel Electric LLC            | 6047           | Electrician                     | 04/11/2025   | 315.00      | 10-72-6700        |
| Total 4032: |                               |                |                                 |              | 315.00      |                   |
| <b>1219</b> |                               |                |                                 |              |             |                   |
| 1219        | Hach Company                  | 14433384       | P/W Misc Expense                | 03/27/2025   | 509.20      | 51-65-4200        |
| Total 1219: |                               |                |                                 |              | 509.20      |                   |
| <b>1915</b> |                               |                |                                 |              |             |                   |
| 1915        | Harrisburg Sports Program     | APRIL 2025     | Sports Program                  | 04/22/2025   | 2,000.00    | 23-70-2050        |
| Total 1915: |                               |                |                                 |              | 2,000.00    |                   |
| <b>4071</b> |                               |                |                                 |              |             |                   |
| 4071        | HP Civil, Inc.                | 20-009C #7     | Water Treatment Project         | 04/05/2025   | 545,229.21  | 51-78-8015        |
| Total 4071: |                               |                |                                 |              | 545,229.21  |                   |
| <b>1220</b> |                               |                |                                 |              |             |                   |
| 1220        | Hurd's Custom Machinery, Inc. | 44652          | Public Works Supplies           | 03/04/2025   | 197.52      | 10-72-4000        |
| 1220        | Hurd's Custom Machinery, Inc. | 44806          | Public Works Supplies           | 03/21/2025   | 415.86      | 10-72-6700        |
| Total 1220: |                               |                |                                 |              | 613.38      |                   |
| <b>2543</b> |                               |                |                                 |              |             |                   |
| 2543        | Industrial Source             | 2405902        | Misc. P/W Supplies              | 03/31/2025   | 12.74       | 51-65-4600        |
| 2543        | Industrial Source             | 2405902        | Misc. P/W Supplies              | 03/31/2025   | 12.75       | 52-65-4600        |
| Total 2543: |                               |                |                                 |              | 25.49       |                   |
| <b>3964</b> |                               |                |                                 |              |             |                   |
| 3964        | Jamie Knox                    | 4.24.25 MILEA  | Milage                          | 04/24/2025   | 105.00      | 10-63-2200        |
| 3964        | Jamie Knox                    | 4.26.25 PER DI | Per Diem                        | 04/17/2025   | 160.00      | 10-63-2200        |
| Total 3964: |                               |                |                                 |              | 265.00      |                   |
| <b>3432</b> |                               |                |                                 |              |             |                   |
| 3432        | John Deere Financial          | 5943365        | Misc P/W Exp                    | 03/13/2025   | 38.44       | 10-72-6700        |
| 3432        | John Deere Financial          | 5943365        | Misc P/W Exp                    | 03/13/2025   | 6.39-       | 10-72-6700        |
| Total 3432: |                               |                |                                 |              | 32.05       |                   |
| <b>3968</b> |                               |                |                                 |              |             |                   |
| 3968        | Junction City                 | MARCH 2025     | Building/Electrical Permit Fees | 03/31/2025   | 365.95      | 27-70-1000        |
| 3968        | Junction City                 | MARCH 2025     | Building/Electrical Permit Fees | 03/31/2025   | 5,575.39    | 26-70-1000        |
| Total 3968: |                               |                |                                 |              | 5,941.34    |                   |

| Vendor      | Vendor Name           | Invoice Number | Description              | Invoice Date | Amount Paid | GL Account Number |
|-------------|-----------------------|----------------|--------------------------|--------------|-------------|-------------------|
| <b>3990</b> |                       |                |                          |              |             |                   |
| 3990        | Junction City Point S | 1023535        | Repairs                  | 03/31/2025   | 140.09      | 11-45-2100        |
| 3990        | Junction City Point S | 1023535        | Repairs                  | 03/31/2025   | 163.43      | 51-73-2100        |
| 3990        | Junction City Point S | 1023535        | Repairs                  | 03/31/2025   | 163.43      | 52-73-2100        |
| Total 3990: |                       |                |                          |              | 466.95      |                   |
| <b>4048</b> |                       |                |                          |              |             |                   |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 550.56      | 10-63-2200        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 50.00       | 10-63-2000        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 24.99       | 10-53-2000        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 3.00        | 10-63-2300        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 79.00       | 10-63-2000        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 47.99       | 10-60-2300        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 13.54       | 52-65-4600        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 285.00      | 10-63-2000        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 275.84      | 10-63-2200        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 7.97        | 10-72-4000        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 68.84       | 10-72-4000        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 55.78       | 51-65-2400        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 55.78       | 52-65-2400        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 45.98       | 10-72-4000        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 13.54       | 51-65-4600        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 359.04      | 10-60-2200        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 29.95       | 10-60-2300        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 33.00       | 10-53-2200        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 50.64       | 10-60-2300        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 50.00       | 10-63-2000        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 521.80      | 10-50-2100        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 18.87       | 24-60-2800        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 39.99       | 24-60-3050        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 30.48       | 24-60-2000        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 469.20      | 51-65-4600        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 36.96       | 10-72-4000        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 63.43       | 51-65-4600        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 160.00      | 10-63-2100        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 29.60       | 24-60-2000        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 48.57       | 24-60-3050        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 19.59       | 24-60-2000        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 28.78       | 24-60-3050        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 100.00      | 24-60-2800        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 14.95       | 10-63-2200        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 34.11       | 24-60-2000        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 19.99       | 24-60-3050        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 18.80       | 24-60-2000        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 24.99       | 24-60-3050        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 38.67       | 10-60-2300        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 8.95        | 10-60-2400        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 14.55       | 10-60-2400        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 27.99       | 24-60-3050        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 87.93       | 24-60-3050        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 149.95      | 24-60-3050        |
| 4048        | KeyBank Key Card      | MARCH 2025     | Misc Credit Card Charges | 03/31/2025   | 14.95       | 10-63-2200        |
| Total 4048: |                       |                |                          |              | 4,064.34    |                   |

| Vendor      | Vendor Name                       | Invoice Number | Description          | Invoice Date | Amount Paid | GL Account Number |
|-------------|-----------------------------------|----------------|----------------------|--------------|-------------|-------------------|
| <b>3770</b> |                                   |                |                      |              |             |                   |
| 3770        | Keyhole Locksmith, The            | 108979         | Misc P/W Exp         | 03/27/2025   | 348.00      | 10-72-4000        |
| Total 3770: |                                   |                |                      |              | 348.00      |                   |
| <b>1442</b> |                                   |                |                      |              |             |                   |
| 1442        | Linn County Clerk                 | 4.22.25 DEED   | Recording Fee        | 04/22/2025   | 110.00      | 10-41-2100        |
| 1442        | Linn County Clerk                 | POE LIEN 4.8.  | Recording Fee        | 04/08/2025   | 100.00      | 10-41-2100        |
| Total 1442: |                                   |                |                      |              | 210.00      |                   |
| <b>3819</b> |                                   |                |                      |              |             |                   |
| 3819        | Linn County Treasurer             | MARCH 2025     | Court Revenue Payout | 03/31/2025   | 164.00      | 10-42-2200        |
| Total 3819: |                                   |                |                      |              | 164.00      |                   |
| <b>2489</b> |                                   |                |                      |              |             |                   |
| 2489        | Lori Ross                         | 4.26.25 PER DI | Per Diem             | 04/17/2025   | 160.00      | 10-63-2200        |
| Total 2489: |                                   |                |                      |              | 160.00      |                   |
| <b>1227</b> |                                   |                |                      |              |             |                   |
| 1227        | McKinley Printing Company         | 3967           | Business Cards       | 03/27/2025   | 125.00      | 10-53-2200        |
| Total 1227: |                                   |                |                      |              | 125.00      |                   |
| <b>2644</b> |                                   |                |                      |              |             |                   |
| 2644        | Net Assets                        | 54-202503      | Lien Searches        | 04/01/2025   | 169.00      | 10-53-2250        |
| Total 2644: |                                   |                |                      |              | 169.00      |                   |
| <b>4049</b> |                                   |                |                      |              |             |                   |
| 4049        | Northwest Electric and Excavation | 1158           | Electrical           | 04/08/2025   | 250.00      | 51-65-4600        |
| Total 4049: |                                   |                |                      |              | 250.00      |                   |
| <b>1102</b> |                                   |                |                      |              |             |                   |
| 1102        | NW Natural Gas Co.                | APRIL 2025     | Utilities            | 04/10/2025   | 101.18      | 10-69-2000        |
| 1102        | NW Natural Gas Co.                | APRIL 2025 P   | Utilities            | 04/11/2025   | 55.12       | 52-65-2700        |
| 1102        | NW Natural Gas Co.                | APRIL 2025 P   | Utilities            | 04/10/2025   | 188.12      | 51-65-2700        |
| Total 1102: |                                   |                |                      |              | 344.42      |                   |
| <b>1245</b> |                                   |                |                      |              |             |                   |
| 1245        | One Call Concepts, Inc.           | 5030378        | Locates              | 03/31/2025   | 16.94       | 51-65-4600        |
| 1245        | One Call Concepts, Inc.           | 5030378        | Locates              | 03/31/2025   | 16.94       | 52-65-4600        |
| Total 1245: |                                   |                |                      |              | 33.88       |                   |
| <b>1033</b> |                                   |                |                      |              |             |                   |
| 1033        | Oregon Department of Revenue      | MARCH 2025     | Court Revenue Payout | 03/31/2025   | 1,074.33    | 10-42-2200        |
| Total 1033: |                                   |                |                      |              | 1,074.33    |                   |
| <b>1862</b> |                                   |                |                      |              |             |                   |
| 1862        | Oregon DMV                        | L0065262896    | Record Inquiry       | 03/31/2025   | 13.60       | 10-42-2800        |



| Vendor      | Vendor Name                   | Invoice Number | Description     | Invoice Date | Amount Paid | GL Account Number |
|-------------|-------------------------------|----------------|-----------------|--------------|-------------|-------------------|
| Total 1862: |                               |                |                 |              | 13.60       |                   |
| <b>3096</b> |                               |                |                 |              |             |                   |
| 3096        | Pacific Office Automation     | 167850         | Telephone       | 04/01/2025   | 120.64      | 52-65-3500        |
| 3096        | Pacific Office Automation     | 167850         | Telephone       | 04/01/2025   | 120.64      | 51-65-3500        |
| 3096        | Pacific Office Automation     | 167850         | Telephone       | 04/01/2025   | 35.21       | 24-60-2500        |
| 3096        | Pacific Office Automation     | 167850         | Telephone       | 04/01/2025   | 120.65      | 10-69-3500        |
| 3096        | Pacific Office Automation     | 240473         | Telephone       | 04/21/2025   | 120.65      | 10-69-3500        |
| 3096        | Pacific Office Automation     | 240473         | Telephone       | 04/21/2025   | 35.21       | 24-60-2500        |
| 3096        | Pacific Office Automation     | 240473         | Telephone       | 04/21/2025   | 120.64      | 51-65-3500        |
| 3096        | Pacific Office Automation     | 240473         | Telephone       | 04/21/2025   | 120.64      | 52-65-3500        |
| 3096        | Pacific Office Automation     | 5034000745     | Copier Contract | 04/11/2025   | 162.24      | 52-74-2000        |
| 3096        | Pacific Office Automation     | 5034000745     | Copier Contract | 04/11/2025   | 162.24      | 51-74-2000        |
| 3096        | Pacific Office Automation     | 5034000745     | Copier Contract | 04/11/2025   | 345.01      | 40-67-8000        |
| 3096        | Pacific Office Automation     | 5034000745     | Copier Contract | 04/11/2025   | 162.23      | 10-60-2100        |
| Total 3096: |                               |                |                 |              | 1,626.00    |                   |
| <b>1079</b> |                               |                |                 |              |             |                   |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 69.83       | 52-65-2600        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 25.12       | 10-69-2500        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 8.44        | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 12.88       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 25.73       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 83.64       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 412.33      | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 45.08       | 11-44-2000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 4,261.25    | 51-65-2600        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 1,382.86    | 51-65-2600        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 50.66       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 1,056.08    | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 44.87       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 141.52      | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 231.06      | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 21.89       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 31.89       | 25-65-2500        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 168.77      | 25-65-2500        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 84.44       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 59.11       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 15.03       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 390.85      | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 3,562.97    | 52-65-2600        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 88.09       | 52-65-2600        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 23.21       | 52-65-2600        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 83.74       | 52-65-2600        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 90.50       | 10-72-6700        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 938.86      | 25-65-2500        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 21.74       | 10-69-2500        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 29.30       | 10-69-2500        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 63.61       | 10-69-2500        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 831.18      | 10-69-2500        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 71.01       | 52-65-2600        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 233.92      | 52-65-2600        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 42.23       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 90.20       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 22.43       | 10-69-3000        |

| Vendor      | Vendor Name                   | Invoice Number | Description     | Invoice Date | Amount Paid | GL Account Number |
|-------------|-------------------------------|----------------|-----------------|--------------|-------------|-------------------|
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 17.77       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 240.15      | 51-65-2600        |
| 1079        | Pacific Power & Light Company | APRIL 2025     | UTILITIES       | 04/21/2025   | 418.96      | 10-69-2500        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 66.94       | 52-65-2600        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 25.12       | 10-69-2500        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 8.44        | 10-69-2500        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 12.88       | 10-69-2500        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 25.73       | 10-69-2500        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 83.64       | 10-69-2500        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 412.33      | 10-69-3000        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 44.92       | 11-44-2000        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 5,071.77    | 51-65-2600        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 1,779.23    | 51-65-2600        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 50.66       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 1,056.08    | 10-69-3000        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 44.87       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 141.52      | 10-69-3000        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 231.06      | 10-69-3000        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 21.74       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 35.90       | 25-65-2500        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 178.43      | 25-65-2500        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 84.44       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 59.11       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 15.03       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 390.85      | 10-69-3000        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 2,953.73    | 52-65-2600        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 78.58       | 52-65-2600        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 23.37       | 52-65-2600        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 59.43       | 52-65-2600        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 95.98       | 10-72-6700        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 947.67      | 25-65-2500        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 21.74       | 10-69-2500        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 30.28       | 10-69-2500        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 79.71       | 10-69-2500        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 1,135.14    | 10-69-2500        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 78.09       | 52-65-2600        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 252.89      | 52-65-2600        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 42.23       | 10-69-2500        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 90.20       | 10-69-2500        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 22.43       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 17.77       | 10-69-3000        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 379.77      | 10-69-3000        |
| 1079        | Pacific Power & Light Company | MARCH 2025     | UTILITIES       | 03/21/2025   | 418.96      | 10-69-2500        |
| Total 1079: |                               |                |                 |              | 32,061.86   |                   |
| <b>3777</b> |                               |                |                 |              |             |                   |
| 3777        | Rodda Paint Company           | 25060661       | Paint Equipment | 04/04/2025   | 80.00       | 11-44-6000        |
| Total 3777: |                               |                |                 |              | 80.00       |                   |
| <b>3582</b> |                               |                |                 |              |             |                   |
| 3582        | Sierra Springs                | 21792967 0329  | Bottled Water   | 03/29/2025   | 113.89      | 10-53-2200        |
| 3582        | Sierra Springs                | 21792967 0426  | Bottled Water   | 04/26/2025   | 124.99      | 10-53-2200        |
| Total 3582: |                               |                |                 |              | 238.88      |                   |

| Vendor      | Vendor Name                  | Invoice Number | Description         | Invoice Date | Amount Paid | GL Account Number |
|-------------|------------------------------|----------------|---------------------|--------------|-------------|-------------------|
| <b>3911</b> |                              |                |                     |              |             |                   |
| 3911        | Skyline Sales Inc            | 101            | Vehicle Purchase    | 04/30/2025   | 435.00      | 41-78-8010        |
| Total 3911: |                              |                |                     |              | 435.00      |                   |
| <b>2927</b> |                              |                |                     |              |             |                   |
| 2927        | Staples Business Advantage   | 6029033490     | Office Supplies     | 04/10/2025   | 12.62       | 10-60-2300        |
| 2927        | Staples Business Advantage   | 6029033490     | Office Supplies     | 04/10/2025   | 12.61       | 51-74-2400        |
| 2927        | Staples Business Advantage   | 6029033490     | Office Supplies     | 04/10/2025   | 12.61       | 52-74-2400        |
| 2927        | Staples Business Advantage   | 6029448532     | Office Supplies     | 04/16/2025   | 3.40        | 10-60-2300        |
| 2927        | Staples Business Advantage   | 6029448532     | Office Supplies     | 04/16/2025   | 3.40        | 51-74-2400        |
| 2927        | Staples Business Advantage   | 6029448532     | Office Supplies     | 04/16/2025   | 3.39        | 52-74-2400        |
| Total 2927: |                              |                |                     |              | 48.03       |                   |
| <b>1144</b> |                              |                |                     |              |             |                   |
| 1144        | Suzan Jackson                | 250            | Janitor Services    | 03/31/2025   | 630.00      | 10-72-4100        |
| 1144        | Suzan Jackson                | 250            | Janitor Services    | 03/31/2025   | 420.00      | 10-72-4100        |
| 1144        | Suzan Jackson                | 250            | Janitor Service     | 03/31/2025   | 130.00      | 10-72-4100        |
| Total 1144: |                              |                |                     |              | 1,180.00    |                   |
| <b>4074</b> |                              |                |                     |              |             |                   |
| 4074        | Tori Clark                   | 4302025-1      | Library Paint Party | 04/12/2025   | 500.00      | 24-60-3050        |
| Total 4074: |                              |                |                     |              | 500.00      |                   |
| <b>4043</b> |                              |                |                     |              |             |                   |
| 4043        | TWGW, Inc. Napa Auto Parts   | 725466         | Repairs             | 02/26/2025   | 7.75        | 11-45-2100        |
| 4043        | TWGW, Inc. Napa Auto Parts   | 725466         | Repairs             | 02/26/2025   | 9.04        | 51-73-2100        |
| 4043        | TWGW, Inc. Napa Auto Parts   | 725466         | Repairs             | 02/26/2025   | 9.05        | 52-73-2100        |
| 4043        | TWGW, Inc. Napa Auto Parts   | 725800         | Repairs             | 03/03/2025   | 42.50       | 52-73-2100        |
| 4043        | TWGW, Inc. Napa Auto Parts   | 725800         | Repairs             | 03/03/2025   | 42.51       | 51-73-2100        |
| 4043        | TWGW, Inc. Napa Auto Parts   | 725800         | Repairs             | 03/03/2025   | 36.43       | 11-45-2100        |
| 4043        | TWGW, Inc. Napa Auto Parts   | 727728         | Repairs             | 03/27/2025   | 15.59       | 11-45-2100        |
| 4043        | TWGW, Inc. Napa Auto Parts   | 727728         | Repairs             | 03/27/2025   | 18.19       | 51-73-2100        |
| 4043        | TWGW, Inc. Napa Auto Parts   | 727728         | Repairs             | 03/27/2025   | 18.20       | 52-73-2100        |
| Total 4043: |                              |                |                     |              | 199.26      |                   |
| <b>3866</b> |                              |                |                     |              |             |                   |
| 3866        | Umpqua Valley Financial, LLC | 9370           | Audit Services      | 03/31/2025   | 580.00      | 52-60-2000        |
| 3866        | Umpqua Valley Financial, LLC | 9370           | Audit Services      | 03/31/2025   | 540.00      | 51-60-2000        |
| 3866        | Umpqua Valley Financial, LLC | 9370           | Audit Services      | 03/31/2025   | 260.00      | 11-42-2000        |
| 3866        | Umpqua Valley Financial, LLC | 9370           | Audit Services      | 03/31/2025   | 620.00      | 10-41-2000        |
| Total 3866: |                              |                |                     |              | 2,000.00    |                   |
| <b>3958</b> |                              |                |                     |              |             |                   |
| 3958        | Underground Tech Inc         | 1449           | Manhole Repairs     | 04/07/2025   | 17,089.74   | 25-70-8000        |
| Total 3958: |                              |                |                     |              | 17,089.74   |                   |
| <b>1401</b> |                              |                |                     |              |             |                   |
| 1401        | United Rentals N.A., Inc.    | 245730764-00   | Misc P/W Exp        | 04/16/2025   | 4,774.32    | 51-78-8015        |
| 1401        | United Rentals N.A., Inc.    | 245730767-00   | Rental Equipment    | 04/22/2025   | 1,373.84    | 10-72-6700        |
| 1401        | United Rentals N.A., Inc.    | 246172976-00   | Misc P/W Exp        | 04/03/2025   | 2,111.92    | 51-78-8015        |

| Vendor        | Vendor Name              | Invoice Number | Description                 | Invoice Date | Amount Paid | GL Account Number |
|---------------|--------------------------|----------------|-----------------------------|--------------|-------------|-------------------|
| Total 1401:   |                          |                |                             |              | 8,260.08    |                   |
| <b>3663</b>   |                          |                |                             |              |             |                   |
| 3663          | Water Refunds            | #11835.01      | Utility Billing Overpayment | 04/09/2025   | 67.17       | 01-1075           |
| 3663          | Water Refunds            | #11839.01      | Utility Billing Overpayment | 04/09/2025   | 78.77       | 01-1075           |
| 3663          | Water Refunds            | #11839.01A     | Utility Billing Overpayment | 04/21/2025   | 59.77       | 01-1075           |
| 3663          | Water Refunds            | #613.03        | Utility Billing Overpayment | 04/14/2025   | 36.01       | 01-1075           |
| 3663          | Water Refunds            | #62901         | Utility Billing Overpayment | 04/07/2025   | 65.70       | 01-1075           |
| 3663          | Water Refunds            | #807.01        | Utility Billing Overpayment | 04/30/2025   | 4.44        | 01-1075           |
| 3663          | Water Refunds            | #893.01        | Utility Billing Overpayment | 04/03/2025   | 3.20        | 01-1075           |
| Total 3663:   |                          |                |                             |              | 315.06      |                   |
| <b>1239</b>   |                          |                |                             |              |             |                   |
| 1239          | WECO                     | CP-00304713    | PW Gas Exp                  | 03/31/2025   | 616.73      | 11-45-2000        |
| 1239          | WECO                     | CP-00304713    | PW Gas Exp                  | 03/31/2025   | 719.52      | 51-73-2000        |
| 1239          | WECO                     | CP-00304713    | PW Gas Exp                  | 03/31/2025   | 719.51      | 52-73-2000        |
| Total 1239:   |                          |                |                             |              | 2,055.76    |                   |
| <b>4045</b>   |                          |                |                             |              |             |                   |
| 4045          | Wilbur-Ellis Company LLC | 16990903       | PW Misc Supplies            | 03/12/2025   | 2,501.97    | 25-65-2000        |
| Total 4045:   |                          |                |                             |              | 2,501.97    |                   |
| Grand Totals: |                          |                |                             |              | 708,862.91  |                   |

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

Payment Approval Report  
Expense Account Key

City Council: \_\_\_\_\_

|                        | Fund Number | G.L. Number Acct |
|------------------------|-------------|------------------|
| General Fund           | 10          | 10-XX-XXXX       |
| Street Fund            | 11          | 11-XX-XXXX       |
| CED Fund               | 23          | 23-XX-XXXX       |
| Library Fund           | 24          | 24-XX-XXXX       |
| Storm Fund             | 25          | 25-XX-XXXX       |
| Building Permit Fund   | 26          | 26-XX-XXXX       |
| Electrical Permit Fund | 27          | 27-XX-XXXX       |
| Debt Services Fund     | 30          | 30-XX-XXXX       |
| Office Equip. Fund     | 40          | 40-XX-XXXX       |
| Equipment Fund         | 41          | 41-XX-XXXX       |
| Water Fund             | 51          | 51-XX-XXXX       |
| Sewer Fund             | 52          | 52-XX-XXXX       |
| Sewer Resv Fund        | 56          | 56-XX-XXXX       |

City Recorder: \_\_\_\_\_

City Treasurer: \_\_\_\_\_

## Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Agenda Bill  
**Harrisburg City Council**  
Harrisburg, Oregon

**THE MATTER OF FILLING A VACANCY ON THE LIBRARY BOARD**

**STAFF REPORT:**

Exhibit A: Library Board Application for Pat Rufo

**ACTION: THE APPROVAL OF THE CONSENT LIST WILL APPROVE THE MAYORAL APPOINTMENT AND THE CITY COUNCIL CONFIRMING THE VOTE FOR THE APPOINTMENT OF PAT RUFO, FOR A TERM ENDING JUNE 30, 2028**

**THIS AGENDA BILL IS DESTINED FOR:** Consent Agenda -May 13, 2025

| BUDGET IMPACT |           |                 |
|---------------|-----------|-----------------|
| COST          | BUDGETED? | SOURCE OF FUNDS |
| n/a           | n/a       | n/a             |

**STAFF RECOMMENDATION:**

**Staff recommends the Mayor re-appoint and the City Council give its confirming vote of the appointment of Pat Rufo for term ending June 30, 2028**

**LIBRARY BOARD RECOMMENDATION:**

The Library Board met on May 6, 2025 and voted to recommend that the Mayor of Harrisburg re-appoint Pat Rufo to the Library Board for a term ending June 30, 2028.

**BACKGROUND INFORMATION:**

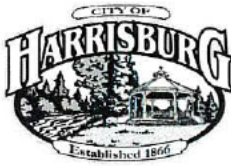
As per the Library Board bylaws and HMC Chapter 2.20, the Library Board consists of five members.

Applicant Pat Rufo stated in her application (**Exhibit A**) that she appreciates all the things a Library can do for the community and would like to help in making Library activities and resources available to all ages and group backgrounds in our community.

The Mayor appoints all Library Board positions with a confirmation vote by the City Council.

**REVIEW AND APPROVAL:**

Lori Ross 5/5/2025  
Lori Ross/City Recorder Date



City of Harrisburg  
120 Smith Street  
Harrisburg, OR 97446  
Phone (541) 995-6655  
[www.ci.harrisburg.or.us](http://www.ci.harrisburg.or.us)

## BOARD & COMMITTEE APPLICATION FORM

Planning Commission, Budget Committee, and Library Board

Name:

Address:

Phone Number:

Email:

Are you a Harrisburg resident? Yes ☒ No ☐

Employment:

In which position are you interested?\*

Tell us why you would like to be included on the Board or Committee of your choice and what you will contribute:

Please list any schooling, hobbies, prior experience or any other information that would indicate how you would contribute to the Board or Committee.



Please list a personal/professional reference that we may contact:

Name: DeAnna [REDACTED]

Address: Ho [REDACTED] gon

Phone Number: [REDACTED]

Relation to you: Prior Co-worker + friend

By providing your signature below, you acknowledge that you are the applicant for the committee position and authorize the City to contact your references.

Pat [Signature]

Date: 4/23/2025

\*Please be aware that candidates for City Council and Planning Commission are subject to State Ethic Law Requirements. For further information on ethics laws and what the requirements are, please ask for Lori Ross, City Recorder.

\*\*Please submit completed applications to PO Box 378, Harrisburg, Oregon 97446 or in person at 354 Smith St or by emailing to [lross@ci.harrisburg.or.us](mailto:lross@ci.harrisburg.or.us).

# Agenda Bill

## **Harrisburg City Council**

### Harrisburg, Oregon

#### THE MATTER OF APPROVING OUT OF STATE TRAINING AND TRAVEL EXPENSES FOR THE PUBLIC WORKS DIRECTOR

#### STAFF REPORT:

Exhibit A: Conference Information

**ACTION:** THE MOTION TO APPROVE THE CONSENT LIST WILL APPROVE THE OUT OF STATE TRAVEL COSTS TO ALLOW CHUCK SCHOLZ TO ATTEND THE AMERICAN WATER WORKS ASSOCIATION (AWWA) EXPO CONFERENCE IN DENVER, CO

**THIS AGENDA BILL IS DESTINED FOR:** Agenda – May 13, 2025

| BUDGET IMPACT   |           |                           |
|---|-----------|---------------------------|
| COST  | BUDGETED? | SOURCE OF FUNDS           |
| Registration \$450<br>Air Travel \$770<br>Hotel \$1,403<br>Per Diem \$368 | Yes       | General/Water/Sewer Funds |

#### STAFF RECOMMENDATION:

**Staff recommends the City Council approve the travel request for Chuck Scholz to attend the AWWA Conference in Denver, Co.**

#### BACKGROUND INFORMATION:

The Public Works Director requests approval to attend the AWWA water expo conference in Denver that begins June 8<sup>th</sup> thru June 12<sup>th</sup>. This conference will be great educational opportunity for our Public Works Director to learn about advancements or upgrades to our newly installed water treatment system since we pre-purchased the equipment in 2021. The conference will include General Sessions and 10 different educational breakout sessions and a very large water treatment expo and suppliers.

This conference offers diversified educational sessions. More importantly, it increases our overall knowledge for providing the best water possible for the City of Harrisburg. Because of the conference being held in Denver, it's slightly more expensive than in other locations. However, the information gained is invaluable to the City, and helps us to maintain, and improve the efficiency of the system that we have.

#### REVIEW AND APPROVAL:



City Administrator, May 8, 2025

## Pre-Conference Workshops

Register for Pre-conference Workshops (all carry an additional fee) during the registration process. If you would like to add a workshop to an existing registration, email your requests to [service@awwa.org](mailto:service@awwa.org). Workshop capacity is LIMITED – be sure to register early to secure your spot.

### **PCW00: Hands-On Workshop – Water Distribution Hydraulic Testing**

Sunday, June 8, 2025 | 8:00 a.m.- 12:00 pm

**Workshops are an additional fee, and seating is limited – register early!**

**Note: PCW00 will take place offsite. Details will follow regarding transportation and logistics.**

This hands-on workshop is intended for water distribution system professionals – operators, engineering, planners and modelers – anyone who needs to collect hydraulic data from a distribution system. We will review data collection procedures such as where best to collect data, types of data collection, test and safety procedures, including a live hydrant flow test and hands-on with field data collection equipment.

Rates valid thru June 6: Member: \$280 / Nonmember: \$390 / Student: \$115

### **PCW01: Public Utility: This is your Toolkit for Best Practices and Industry Standards for Implementing a Capital Improvements Plan and Successfully Delivering Projects**

Sunday, June 8, 2025 | 9:00 a.m.- 4:00 p.m.

**Workshops are an additional fee, and seating is limited – register early!**

This workshop is an opportunity for both new and seasoned professionals to join owners and practitioners in the same room to discuss the Implementation and management of a Capital Improvement Plan in the public water utility sector. The concept of the workshop is a drive-through the life cycle of a project, from validation and prioritization to Procurement methods and resources available to select the best delivery method for the project in-hand. Panelist and presenters will also share experiences and tools utilized by different experts that have guide them through successful completion and commissioning of their projects.

Rates valid thru June 6: Member: \$250 / Nonmember: \$350 / Student: \$85

### **PCW02: Connecting the Dots: Extending the Useful Life of Large Diameter Water Mains Through Innovative Condition Assessment & Rehabilitation**

Sunday, June 8, 2025 | 9:00 a.m.- 4:00 p.m.

**Workshops are an additional fee, and seating is limited – register early!**

The condition assessment and rehabilitation industry is continuing to advance with new technologies and approaches. This workshop will walk the audience through common water materials and failure modes, available technologies for collecting condition information, and available rehabilitation methods. Case studies by industry leading utilities will be shared to condition assessment projects that led to rehabilitation for multiple water main materials.

Rates valid thru June 6: Member: \$250 / Nonmember: \$350 / Student: \$85

**PCW03: Key Enablers for Effective Asset Management Programs: Technology & People**

Sunday, June 8, 2025 | 9:00 a.m.- 4:30 p.m.

**Workshops are an additional fee, and seating is limited – register early!**

Successful implementation of Asset Management Programs typically includes answering the five core questions about asset inventory, service levels, risk mitigation and funding needs. However, there are key enablers required for program success including leveraging technology and having people that are supportive of the program and accept changing the way business is done. This workshop will delve into effective technology applications and change management strategies.

Rates valid thru June 6: Member: \$250 / Nonmember: \$350 / Student: \$85

**PCW04: Filter Surveillance**

Sunday, June 8, 2025 | 8:00 a.m.- 4:45 p.m.

**Workshops are an additional fee, and seating is limited – register early!**

**Note: PCW04 will be held offsite. Details will follow regarding transportation and logistics.**

Granular media filters are the final physical barrier to pathogens in water treatment. Filters must perform optimally under all conditions to assure public safety. Attendees will be taught the filtration process and operational considerations. The workshop focuses on how to conduct a filter surveillance program to determine filter performance over time, as well as analyzing ways to optimize treatment efficiency and treated water quality.

Rates valid thru June 6: Member: \$330 / Nonmember: \$430 / Student: \$125

**PCW05: Scenario Planning for Lead Service Line Replacement Programs**

Sunday, June 8, 2025 | 9:00 a.m.- 4:30 p.m.

**Workshops are an additional fee, and seating is limited – register early!**

A successful lead service line (LSL) replacement program prepares for different scenarios despite a high level of uncertainty in funding, regulations, the number of LSLs, the participation by the public and the cooperation of other city departments. This workshop will incorporate scenario planning and other planning tools to open interactions among participants, identify problems and issues, and perform creative brainstorming of ideas and solutions.

Rates valid thru June 6: Member: \$250 / Nonmember: \$350 / Student: \$85

### **PCW06: Extending the Lives of Old Water Mains: Using Proven, Cost-Effective Methods**

Sunday, June 8, 2025 | 9:00 a.m.- 4:30 p.m.

**Workshops are an additional fee, and seating is limited – register early!**

This workshop focuses on the practical applications of water main rehabilitation and is geared to utility managers and engineers at all levels of experience (novice to expert). Participants will gain the tools needed to start or strength a program that accomplishes more infrastructure renewal for fewer dollars, and with minimal public impacts. Includes case studies of large and small programs.

Rates valid thru June 6: Member: \$250 / Nonmember: \$350 / Student: \$85

### **PCW07: Operationalizing Data-Driven Decision Support: Data Management, Analytics, and AI/ML**

Sunday, June 8, 2025 | 9:00 a.m.- 4:00 p.m.

**Workshops are an additional fee, and seating is limited – register early!**

Many utilities are just beginning their digital transformation journey, and data management is the key first step. This workshop introduces strategies for data management, leveraging cloud services as well as on-premise tools, and consequently operationalize advanced analytics such as AI/ML with data-driven modeling.

Rates valid thru June 6: \$250 / Nonmember: \$350 / Student: \$85

### **PCW08: Partnership for Safe Water Principles**

Sunday, June 8, 2025 | 8:00 a.m.- 4:45 p.m.

**Workshops are an additional fee, and seating is limited – register early!**

**Note: PCW08 includes an offsite tour portion. Details will follow regarding transportation and logistics.**

This full-day workshop covers the principles of the Partnership for Safe Water, focusing on strategies for operational excellence. The morning session will provide theoretical knowledge, while the afternoon includes a tour of the Aurora Water Binney WTP to see these principles in action. Attendees will learn to implement PSW principles in daily operations and define steps to achieve operational excellence.

Rates valid thru June 6: Member: \$330 / Nonmember: \$430 / Student: \$125

**PCW09: From Technical to Relatable: Crafting Clear Messages on Lead & PFAS**

Sunday, June



## Explore Our Tracks

### **Advances in Water Treatment**

Join expert-led sessions to explore water treatment challenges and solutions, including filtration, contaminant control, and system optimization. Learn from case studies and AWWA's 101 Series for foundational insights in conventional surface water treatment.

### **Research**

Water research advances our understanding of challenges and solutions. Researchers explore cutting-edge treatment processes and technologies, addressing difficult contaminants. University Forums showcase the latest academic research, contributing to our knowledge of the water ecosystem.

### **Infrastructure Management**

Water infrastructure is a major investment. Adopting asset management with inventories and condition assessments helps utilities make data-driven budget decisions while maintaining service levels. Attendees will explore risk, O&M, and asset management planning tools and strategies.

### **Distribution System Operation & Management**

Aging pipes are deteriorating. Efficient design, management, and operation are vital. Learn about innovations and technologies for assessing, designing, and managing distribution system rehabilitation or replacement. Topics include plant safety, AMR/AMI, flushing, and cross-connection control.

### **A Focus on PFAS**

Growing concern about PFAS in drinking water highlights broader contaminant issues. Understanding PFAS formation and transformation is key to remediation. Join experts to discuss detection, treatment, and stakeholder communication.

### **Intelligent Water**

Intelligent water integrates smart technologies and data-driven solutions for efficient water management. Sensors, automation, and real-time analytics improve monitoring. Models and digital twins generate predictive scenarios, aiding utilities in effective operation and informed decision-making.

### **Capital Improvement Projects**

Water systems are vital yet costly. Capital improvement projects involve designing, constructing, and delivering infrastructure enhancements. This session covers innovative designs, new building techniques, construction materials, and project delivery strategies.

### **The Latest on Lead & Copper**



To comply with the Lead & Copper Rule Revisions, water utilities need resources for lead reduction plans and corrosion control. This session provides insights on the ruling's impacts, helping stakeholders stay updated and prepare for changes.

## **Regulatory & Legislative Actions**

With constantly evolving regulations, compliance requirements, and policies, there's always something new to address on the regulatory front. Uncover the latest developments on current issues and learn tips for managing federal, state, provincial, and local activities that affect utility operations, management, and ultimately the bottom line.

## **The Future of Water | Roundtable Sessions**

Water systems face climate-change challenges. Sessions cover funding, treatment, storage, distribution, and management needs, aiming to enhance the resilience and sustainability of water services for the future.

## **Legal, Financial, & Management**

C-Suite water leaders balance risk, resilience, and corporate responsibility. They navigate economic, legal, and environmental concerns like the Colorado River, PFAS, bond ratings, and funding. Join experts discussing these important issues.

## **Water Use Efficiency Practices**

Water use efficiency is essential for managing demand amid population growth and diminishing resources. Join experts to explore planning, demand-side management, outdoor efficiency, and technology for meaningful water efficiency benefits.

## **Utility Risk & Resilience**

Extreme weather events have increased, making resilience efforts crucial for water utilities. These efforts save lives and taxpayer dollars. Join experts to discuss America's Water Infrastructure Act of 2018 and strategies for risk assessment and resilience against natural and cyber hazards.

## **Water in the West**

Colorado and other western states face water challenges from droughts and extreme weather. Efforts include regulatory measures, infrastructure upgrades, and sustainable practices to ensure reliable water sources for agriculture, urban areas, and a growing population.

## **Water Resources Planning, Protection & Management**

Protecting water resources requires an integrated approach, including conservation programs, potable reuse, watershed protection, groundwater management, and resilience. Join experts to discuss best practices for developing a robust water supply portfolio.

## **Reuse**

To meet growing water demands, utilities are diversifying their portfolios. Potable reuse is becoming a viable option. Join experts to discuss challenges and strategies for implementing potable reuse as a new water source.

## **Water Quality Challenges**

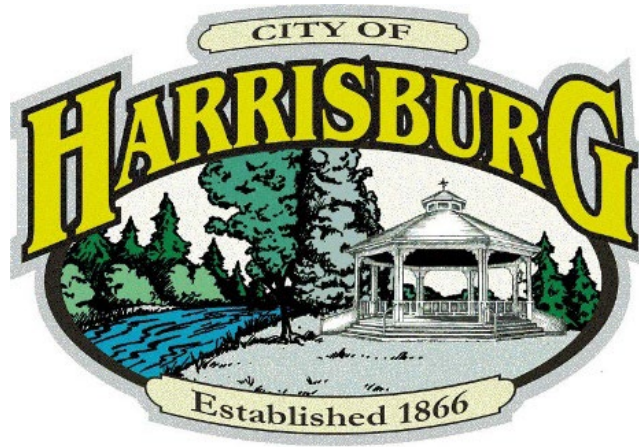
Discover cutting-edge information on contaminants in drinking water. Sessions cover treatment advances for PFAS, algae, inorganics, microbials, DBPs, and more. Explore case studies and the relationship between drinking water, wastewater, reuse, and stormwater.

## **Water Utility Management**

Water providers support public health, economies, and social stability. Beyond their technical aspects, water quality and reliability are critical health, lifestyle, and social issues. Utility managers can adopt community stewardship to benefit and serve equitably, especially underserved neighborhoods.

## **Water Education & the Workforce**

This session focuses on developing a skilled, diverse workforce to address aging infrastructure, emerging technologies, and sustainability. Training programs foster innovation, inclusivity, and continuous learning, creating a resilient community for the evolving water sector.



## Library Board Minutes March 04, 2025

Chairperson: Alexandria Bennett  
 Vice-Chairperson: Lori Pelkey  
 Board Members: Madison Stepherson and Vacancy  
 Board Members Absent: Danielle Pedersen  
 Staff Members: City Recorder Lori Ross Librarian Amanda Pelkey  
 Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

**CALL TO ORDER AND ROLL CALL** by Chairperson Bennett at the hour of 5:32pm.

**CONCERNED CITIZEN(S) IN THE AUDIENCE:** None present.

**MOTION TO APPROVE THE MINUTES FROM THE JANUARY 7, 2025 LIBRARY BOARD MEETING:** No comments or concerns.

- Pelkey **motioned to approve the January 7, 2025 Library Board Minutes and was seconded by Stepherson. The motion passed unanimously by a vote of 3-0.** (Yes: Pelkey, Stepherson and Bennett. No: None.)

**THE MATTER OF FILLING A LIBRARY BOARD VACANCY:** Bennett introduced applicant Pat Rufo. Rufo reviewed her application and added that she believes the Library is a core piece of the community that reaches all ages. She would like to be able to offer her support and bring new programs if needed.

- Pelkey asked if she has attended any programs in the past. Rufo replied that she did assist with the technology literacy class.
  - Stepherson **motioned to recommend to the City Council that they appoint Pat Rufo to the Library Board for a term ending June 30, 2025 and was seconded by Pelkey.**
  - Pelkey asked about the term ending date of June 30, 2025. Ross informed the board this was the ending date of for the open term. She will need to run again before the end of the fiscal year.
  - **The motion then passed unanimously by a vote of 3-0.** (Yes: Stepherson, Pelkey and Bennett. No: None.)

March 04, 2025

**THE MATTER OF DISCUSSING LIBRARY PROGRAMS**

**STAFF REPORT:** M. Pelkey informed the Board attendance for all programs is down which she attributes to sickness.

**Crafting Club:** A few times with low attendance and other times with 6-8 participants. Bennett thinks it will be pick up in the springtime with the time change. Bennett also asked about having a theme. L. Pelkey stated the club prefers not to.

**Teen Book Club:** Currently suspended.

**Story Time:** Less attendance than usual. Pelkey commented that she hears good things about the program. M. Pelkey to begin using the early literacy toys again soon. Rufo asked about the early literacy grant and if it was continual. M. Pelkey replied it was a one time grant.

**Baby Story Time:** Consistent attendance.

**Lego Club:** Steady, but small numbers. M. Pelkey asked about orientation for Jakob. Ross informed Pelkey he still needs to submit his volunteer application.

**Grief Support:** Bennett has no update, but she will follow up. M. Pelkey stated that Cheryl Spangler did pick up the attendance sheets. The location of the event is not clear. M. Pelkey did add that Cheryl Ressler has moved and is no longer volunteering for the program.

**Cooking Class:** No information. The date still needs to be decided.

**Summer Reading Program:** M. Pelkey asked for all Board Members to assist with the Carnival scheduled for August 8<sup>th</sup> from 10am to 1pm held at BN Park.

- Bennett asked if you need to be an approved volunteer for an event like this. Ross to research and get back to Pelkey. Rufo thought you couldn't have one on one contact with a child if they're not an approved volunteer.
- M. Pelkey would like to have a volunteer for each station. Stations from last year included a cotton candy machine, slushy machine, ring toss, three legged race and prizes.
- Ross suggested reaching out to some local programs for volunteers. Stepherson suggested reaching out to Harrisburg Christian Church. Bennett suggested reaching out to The Guild and thinks we need to find ways to get The Guild more involved.

**Others:**

- M. Pelkey referred to **Addendum 1**; Bingo cards for the Barnes and Noble Gift Cards which are part of the Summer Reading Program.
- Bennett asked about holding a dance this year. M. Pelkey replied they have decided not to hold one.
- The Summer Reading Program kicks off June 13<sup>th</sup> where they will hand out the Bingo cards in backpacks.
- Bennett informed the new Board Members that the Library can have a float in the 4<sup>th</sup> of July Parade. A driver and a trailer would be needed. Discuss details at the next meeting scheduled for May 6<sup>th</sup>.

**With no further business, the Library Board Meeting adjourned at the hour of 6pm.**

# Level Up at Your Library

## Harrisburg Library Summer Reading Log

Get 2 Bingos win a \$5 Barnes and Nobles gift certificate. Up to 2 gift certificates per patron.



|                           |                         |                           |                           |                           |
|---------------------------|-------------------------|---------------------------|---------------------------|---------------------------|
| Read a Bird Book          | Read a Cat Book         | Read a Dog Book           | Read a Space Book         | Read a Fairy Book         |
| Read a Car Book           | Visit the library       | Talk to a Librarian       | Come to a library Program | Read a Non-fiction Book   |
| Visit the library         | Read a kindness Book    | <b>Free space</b>         | Read a Non-fiction Book   | Read a Ocean Book         |
| Read a Non-fiction Book   | Talk to a Librarian     | Come to a library Program | Read a Scary Book         | Visit the library         |
| Come to a library Program | Read a Non-fiction Book | Read a Beach Book         | Read a Camping Book       | Come to a library Program |



| Code               | Description              | Count | Amount    | GL Account |
|--------------------|--------------------------|-------|-----------|------------|
| <b>Court Costs</b> |                          |       |           |            |
| CF                 | COLLECTION FEE           | 8     | 399.45    |            |
| COSTS              | COURT COSTS              | 7     | 341.55    |            |
| DEF-ADJUD          | DEF ADJUDICATION         | 13    | 1,614.11  |            |
| LPF                | LATE PAYMENT FEE         | 13    | 159.51    |            |
| PA                 | PAYMENT ARRANGEMENT- FEE | 7     | 56.49     |            |
| SUSP               | SUSPENSION FEE           | 12    | 116.31    |            |
| Total Court Costs: |                          | 60    | 2,687.42  |            |
| <b>Fines</b>       |                          |       |           |            |
| DISM               | CHARGE DISMISSED         | 3     | 155.94    |            |
| DIV                | DIVERSION AGREEMENT      | 2     | 109.00    |            |
| FINE               | FINE ASSESSED            | 2     | 121.50    |            |
| GBD                | GUILTY BY DEFAULT        | 72    | 4,575.96  |            |
| GUILTY             | FOUND GUILTY             | 25    | 2,860.10  |            |
| Total Fines:       |                          | 104   | 7,822.50  |            |
| <b>Surcharges</b>  |                          |       |           |            |
| COUNTY             | COUNTY ASSESSMENT        | 16    | 256.00    |            |
| STATE              | STATE ASSESSMENT         | 28    | 1,190.00  |            |
| STATE-DUII         | SAD                      | 1     | 5.00      |            |
| Total Surcharges:  |                          | 45    | 1,451.00  |            |
| <b>Unapplied</b>   |                          |       |           |            |
|                    | Unapplied payments       | 1     | 50.00     | 011095     |
| Total Unapplied:   |                          | 1     | 50.00     |            |
| Grand Totals:      |                          | 210   | 12,010.92 |            |

## Report Criteria:

Case.Violation date = 04/01/2025-04/30/2025

| Agency    | Case Number | Citation Numbers | Violation Date | Primary Offense                             | Location                       |
|-----------|-------------|------------------|----------------|---|--------------------------------|
| COBURG PD | 25-T-0091   | 1844             | 04/01/2025     | VIOLATING DESIGNATED SPEED 11-20 MPH        | S. 6TH ST & SOMMERVILLE LP     |
| LCSO      | 25-M-0013   | 230202           | 04/01/2025     | HARASSMENT                                  | 100 SMITH ST                   |
| LCSO      | 25-T-0094   | 230215           | 04/01/2025     | DRIVING WHILE UNINSURED; DWS                | 299 SCHOOLING ST & S. 3RD ST   |
| LCS       | 25-T-0095   | 230240           | 04/03/2025     | DWS; DRIVE UNINSURED; FTR VEHICLE           | 299 N. 3RD ST & TERRITORIAL    |
| LCSO      | 25-M-0014   | 25-01271         | 04/05/2025     | FALSE INFO TO POLICE FOR CITATION           | 642 SMITH ST                   |
| LCSO      | 25-T-0097   | 230277           | 04/06/2025     | DRIVING WHILE UNINSURED                     | 299 SMITH ST & N. 3RD ST       |
| LCS       | 25-T-0096   | 230301           | 04/09/2025     | DWS; DRIVE UNINSURED                        | 299 N. 3RD & TERRITORIAL ST    |
| LCS       | 25-T-0098   | 230304           | 04/09/2025     | DWS; DRIVE UNINSURED; FTR VEHICLE           | 599 LASALLE ST & S. 6TH ST     |
| LCSO      | 25-T-0099   | 230334           | 04/11/2025     | NO OPERATORS LICENSE                        | 400 PEORIA RD & N. 3RD ST      |
| COBURG PD | 25-T-0101   | 1818             | 04/13/2025     | FTO TCD-SIGN; DRIVE UNINSURED               | 7TH & TERRITORIAL              |
| COBURG PD | 25-T-0102   | 1819             | 04/13/2025     | VIOLATING DESIGNATED SPEED 11-20 MPH        | S. 6TH ST NEAR SOMMERVILLE     |
| COBURG PD | 25-T-0103   | 1820             | 04/13/2025     | FAILURE TO OBEY TRAFFIC CONTROL DEVICE-SIGN | 7TH & TERRITORIAL              |
| LCS       | 25-T-0100   | 230367           | 04/13/2025     | NO OPERATORS LICENSE                        | 299 N. 3RD ST & TERRITORIAL ST |
| COHB      | 25-C-0004   | 25-C-0004        | 04/16/2025     | JUNK  | 835 BURTON ST                  |
| COBURG PD | 25-T-0108   | 1100             | 04/19/2025     | VIOLATING DESIGNATED SPEED 11-20 MPH        | S. 6TH ST NEAR SOMMERVILLE     |
| COBURG PD | 25-T-0104   | 1821             | 04/19/2025     | FAILURE TO OBEY TRAFFIC CONTROL DEVICE-SIGN | 7TH ST & TERRITORIAL           |
| COBURG PD | 25-T-0105   | 1822             | 04/19/2025     | FAILURE TO OBEY TRAFFIC CONTROL DEVICE-SIGN | 7TH ST & TERRITORIAL           |
| COBURG PD | 25-T-0106   | 1823             | 04/19/2025     | FAILURE TO OBEY TRAFFIC CONTROL DEVICE-SIGN | 7TH ST & TERRITORIAL           |
| COBURG PD | 25-T-0107   | 1824             | 04/19/2025     | VIOLATING DESIGNATED SPEED 11-20 MPH        | S. 6TH ST NEAR SOMMERVILLE     |
| COBURG PD | 25-T-0109   | 200516           | 04/19/2025     | DWS; DRIVE UNINSURED                        | 3RD ST & SMITH ST              |
| LCSO      | 25-T-0110   | 230440           | 04/20/2025     | EXPIRED VEHICLE REGISTRATION                | 349 S. 3RD ST                  |
| LCS       | 25-T-0111   | 230443           | 04/21/2025     | DRIVING WHILE UNINSURED                     | 899 S. 6TH ST & SOMMERVILLE    |
| LCSO      | 25-T-0112   | 230444           | 04/21/2025     | FAIL TO CARRY PROOF OF INSURANCE            | 599 LASALLE ST & S. 6TH ST     |
| LCSO      | 25-T-0113   | 230463           | 04/22/2025     | FAIL TO CARRY PROOF OF INSURANCE            | 599 LASALLE ST & S. 6TH ST     |
| LCSO      | 25-T-0115   | 230505           | 04/24/2025     | EXPIRED VEHICLE REGISTRATION; FTO TCD       | 299 N. 9TH ST & TERRITORIAL ST |
| COBURG PD | 25-T-0116   | 200054           | 04/25/2025     | VIOLATING DESIGNATED SPEED 11-20 MPH; DWS   | 6TH ST & SOMMERVILLE LP        |
| LCS       | 25-T-0114   | 230529           | 04/25/2025     | DRIVING WHILE UNINSURED; DWS; FTI IID       | 599 LASALLE ST & S. 6TH ST     |
| COBURG PD | 25-T-0117   | 200058           | 04/30/2025     | VIOLATING DESIGNATED SPEED 11-20 MPH        | 6TH ST & TERRITORIAL           |

## Grand Totals:

28 CITATIONS ISSUED FOR A TOTAL OF 40 VIOLATIONS