



**Location:** City Hall – Council Chambers  
**Date:** January 23, 2024  
**Time:** 6:00 PM

## City Council Meeting Agenda

Mayor Jason Beebe, Council Members Steve Uffelman, Janet Hutchison,  
Shane Howard, Gail Merritt, Scott Smith, Marv Sumner and City Manager Steve Forrester  
**ATTEND TELEPHONICALLY BY CALLING 346-248-7799 Meeting ID: 947 5839 2608 Passcode: 123456**

### Call to Order

### Flag Salute

### Additions to Agenda

### Consent Agenda

- [1.](#) Regular Meeting Brief 1-9-2024

### Visitors, Appearances and Requests

### Council Presentations

### Council Business

### Staff Reports and Requests

- [2.](#) City Manager Report - Steve Forrester

### Committee Reports

### Ordinances

- [3.](#) Ordinance No 1288 - FEMA Code Update (**SECOND PRESENTATION**) - Josh Smith

### Resolutions

- [4.](#) Resolution No 1587 - Approving Personal Services Agreement with Cascade Geoengineering - Casey Kaiser
- [5.](#) Resolution No 1588 - Authorizing Amendment to IGA with Crook County for GIS PSAP Support - Jered Reid

### Visitors, Appearances and Requests

### Adjourn

***Agenda items maybe added or removed as necessary after publication deadline***



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

---

---

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

**City Council Meeting Brief**  
**January 9, 2024**

**Council Members Present:**

Marv Sumner  
Jason Beebe  
Steve Uffelman  
Gail Merritt

Scott Smith  
Shane Howard

**Council Members Absent**

Janet Hutchison

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

Mayor Beebe read highlights of his State of the Address into the record.

**Additions to the Agenda**

Executive Session pursuant to ORS 192.660(2)(h) – To consult with attorney regarding current litigation or litigation that is more likely than not to be filed.

**Consent Agenda**

**2. Regular Meeting Brief 12-12-2023**

Councilor Uffelman made a correction to his Committee Report in the meeting brief and noted that the Committee he sits on is Road User Fee Task Force (RUFTF), rather than the Rough & Tough Committee.

**Councilor Smith made a motion to approve consent agenda as corrected. Motion seconded. No discussion on motion. Councilor Howard abstained. Motion carried.**

**Visitors, Appearances and Requests**

No one came forward.

**Council Presentations**

**3. Humane Society of the Ochocos – Chanda Wallace / Jessica Williams**

Chanda Wallace & Jessica Williams went through their power point presentation that highlighted the operations, programs, community benefits, increase in community needs and costs, where their funding comes from, a community survey, current shelter conditions and the new dog kennels project set to begin in the spring.

There were discussions regarding animals that can't be taken in right away, helping those on waiting list by posting them on social media to avoid having to come to the shelter at all, and being a no-kill shelter.

**Council Business**

None.

**Staff Reports and Requests:**

**4. City Manager's Report– Steve Forrester**

Steve Forrester, City Manager went through the Manager's report highlighting activities in each department.

Matt Wiederholt, Railroad Manager provided additional information regarding the increased use of the conveyor that offloaded 10,639 tons of corn which is the equivalent to 443 semi-truck loads and animal feed is becoming one of the fastest growing commodities on the railroad.

Casey Kaiser, Public Works Director provided an update on the observatory at Barnes Butte Recreation Area explaining that they are getting ready to go to bid for a concrete pad.

There were no questions.

**Committee Reports**

None.

**Ordinances:**

**5. Ordinance No. 1288 – FEMA Code Update (FIRST PRESENTATION) – Josh Smith**

Josh Smith, Planning Director stated that there have been no comments or changes since the public hearing on December 12, 2023.

There were no questions.

**Councilor Sumner made a motion to approve the first presentation of Ordinance No. 1288. Motion seconded. No discussion on motion. All in favor, motion carried.**

**Resolutions**

None.

- 6. Executive Session Pursuant to ORS 192.660(2)(h) – To consult with attorney regarding current litigation or litigation that is more likely than not to be filed.**

Jered Reid, City Attorney read the executive session script into the record.

**Meeting adjourned to Executive Session at 6:43 P.M.**

**Meeting reconvened to Open Session at 7:15 P.M.**

**Visitors, Appearances and Requests:**

No one came forward.

**Adjourn**

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

Meeting adjourned at 7:19 P.M.

**Motions and Outcomes:**

Motion:	Outcome	Beebe	Howard	Hutchison	Merritt	Smith	Sumner	Uffelman
Consent Agenda as corrected	PASSED	Y	-	-	Y	Y	Y	Y
Ordinance No. 1288 – FEMA Code Update <b>(FIRST PRESENTATION)</b>	PASSED	Y	Y	-	Y	Y	Y	Y
Adjourn Meeting	PASSED	Y	Y	-	Y	Y	Y	Y

Public Records Disclosure

Under the Oregon public records law, all meeting information, agenda packets, ordinances, resolutions, audio and meeting briefs are available at the following URL:  
<https://www.cityofprineville.com/meetings> .

## **City Manager Update to Council**

**January 23, 2024**

### **Public Safety / Dispatch**

Public Safety will have an executive interview with a candidate with a possible conditional offer being made. The academy has increased their class sizes, so we can hopefully get the possible new officer in quickly. There is still another candidate in background.

Public Safety & Dispatch will be partnering with Crook County Sheriff's Office for a multi-agency mental health and peer support program.

Two of the new PD hybrid cars have been fully equipped and are unfortunately stranded in Salem due to weather but will hopefully arrive soon.

### **Public Works**

Public Works has been busy keeping our streets safe through the last couple of weather events and doing a great job! Thanks to all of their hard work there have only been a couple of minor fender benders due to driving too fast for conditions.

The drilling through rock has begun for the 30" waterline project and is well underway.

City staff has been coordinating with ODOT regarding the Third Street project on every detail right down to clearance on new street lights.

### **Railroad**

The railroad traffic has slowed due to weather, but they remain busy with clearing tracks and taking advantage of the slower traffic with the required training staff has to complete.

### **Meadow Lakes Golf**

Meadow Lakes is a slightly behind in January with the weather. By the time of this report the lease renewal with Ron's Comfort Food should be buttoned up.

**Airport** – No Update

### **Planning**

Planning has been working on wrapping up a development agreement with Ochoco Mill & North Peak to move forward with the development of the apartment complex there.

The Prineville Downtown Business Association has completed a feasibility study on developing an Urban Renewal District which the city has participated with them on. It is looking promising so far and will require the buy in of Parks & Recreation District and the Fire District. If all goes well, it will come to Council in the future.

Staff is also looking at an Urban Growth Boundary (UGB) expansion that could possibly include industrial land to the north to eventually have the opportunity to extend and access city services for further development of that area.

The Parkview subdivision build-out should get underway by this summer.

**Human Resources** – No Update

**Information Technology** – No Update

**Finance**

Finance is working on the next quarterly financial update for Council.

**City Recorder/Risk Management** –No Update

**City Legal** – No Update

**EDCO**

EDCO has a new lead on a renewable energy development from someone located outside of the area.

**Public Relations**

ShanRae is busy working on the February social media content.

**Mayor/Council**

If you plan on attending either of the EDCO luncheon's, please let Lisa know. The EDCO Bend luncheon in February is the regional luncheon for everyone in Central Oregon to attend and the one in March at Brasada is just for Prineville & Crook County.

**Other**

We continue to reach out to the School District and Parks & Recreation as new state tax programs come along with legislation.

**ORDINANCE NO. 1288**  
**AN ORDINANCE REPEALING AND REPLACING CHAPTER 151 OF THE CITY CODE**  
**OF PRINEVILLE**

**Whereas**, City of Prineville (“City”) adopted Ordinance 939 (Flood Damage Prevention) on July 25, 1989. That Ordinance was repealed and replaced by Ordinance 1070 on October 26, 1999. That Ordinance was repealed and replaced by Ordinance 1183 on October 25, 2011; and

**Whereas**, on June 14, 2023 the Oregon State NFIP coordinator from the Department of Land Conservation and Development (DLCD) conducted a “Community Assistance Contact” (CAC) process; and

**Whereas**, this process generated a follow-up action to update floodplain regulations utilizing the language in the Oregon Model Flood Ordinance, by January 14, 2024; and

**Whereas**, pursuant to Section 153.252.020 of the Code, required notice was submitted to the Department of Land Conservation and Development and published 10 days prior to the initial public hearing by the Planning Commission scheduled for November 21, 2023; and

**Whereas**, on November 21, 2023, the City Planning Commission held a public hearing and consented to the amendment and recommended the City Council approve the proposed amendment to Chapter 151 of the code of Prineville as shown on Exhibit A, attached hereto and by this reference made a part hereof; and

**Whereas**, pursuant to Section 153.252.020 of the Code, required notice was published 10 days prior to the City Council hearing of a legislative change scheduled for December 12, 2023; and

**Whereas**, the Prineville City Council conducted a public hearing on December 12, 2023, which consisted of the opportunity of written and oral testimony, review of staff reports, and consideration of the recommendations of the City of Prineville Planning Commission.

**NOW, THEREFORE**, the people of the City of Prineville ordain as follows:

1. That Chapter 151 of the code of Prineville is hereby repealed and replaced as shown on Exhibit A.
2. The City Recorder shall place a certified copy of this Ordinance in the City’s permanent records.
3. The Ordinance shall be effective 30 days following its passage by the City Council.

Presented for the first time at a regular meeting of the City Council held on January 9, 2024, and the City Council finally enacted the foregoing ordinance this \_\_\_\_ day of January, 2024.

\_\_\_\_\_  
Rodney J. Beebe  
Mayor

ATTEST:

\_\_\_\_\_  
Lisa Morgan, City Recorder



## **CHAPTER 151: FLOOD DAMAGE PREVENTION**

---

### **STATUTORY AUTHORITY, FINDINGS OF FACT, PURPOSE, AND METHODS**

- 151.01 Statutory Authorization
- 151.02 Findings of Fact
- 151.03 Statement of Purpose
- 151.04 Methods of Reducing Flood Losses
- 151.05 Definitions

### **GENERAL PROVISIONS**

- 151.10 Lands To Which This Ordinance Applies
- 151.11 Basis For Establishing The Special Flood Hazard Areas (SFHA)
- 151.12 Coordination With State of Oregon Specialty Codes
- 151.13 Compliance and Penalties For Noncompliance
- 151.14 Abrogation and Severability
- 151.15 Interpretation
- 151.16 Warning And Disclaimer Of Liability

### **ADMINISTRATION**

- 151.20 Designation of The Floodplain Administrator
- 151.21 Duties and Responsibilities of The Floodplain Administrator
  - (A) Permit Review
  - (B) Information To Be Obtained and Maintained
  - (C) Requirement To Notify Other Entities And Submit New Technical Data
  - (D) Substantial Improvement And Substantial Damage Assessments and Determinations

### **ESTABLISHMENT OF DEVELOPMENT PERMIT**

- 151.30 Floodplain Development Permit Required
- 151.31 Application For Development Permit
- 151.32 Variance Procedure

### **PROVISIONS FOR FLOOD HAZARD REDUCTION**

#### **151.40 General Standards**

- (A) Alteration Of Watercourses
- (B) Anchoring
- (C) Construction Materials and Methods
- (D) Utilities And Equipment
- (E) Tanks
- (F) Subdivision Proposals And Other Proposed Developments
- (G) Use of Other Base Flood Elevation Data
- (H) Structures Located in Multiple Or Partial Flood Zones

**151.41 Specific Standards For SFHA (Including All Non-Coastal)**

- (A) Flood Openings
- (B) Garages
- (C) No Regulatory Floodway
- (D) Residential Construction
- (E) Non- Residential Construction
- (F) Manufactured Dwellings
- (G) Recreational Vehicles
- (H) Appurtenant (Accessory) Structures
- (I) Below-Grade Crawl Spaces
- (J) Floodways
  - (1) Prohibit encroachments
  - (2) Comply with applicable flood hazard reduction provision.
- (K) Standards For Shallow Flooding Areas
  - (1) Standards For AH Zones
  - (2)Standards For AO Zones

**ENFORCEMENT**

151.50 Penalties For Violation

151.51 Severability

**151.52 Abrogation and Greater Restrictions**

**APPENDIX A –Oregon Model Flood Ordinance Regulatory Crosswalk**

---

# **STATUTORY AUTHORITY, FINDINGS OF FACT, PURPOSE, AND METHODS**

## ***151.01 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 Prineville does ordain as follows:

## ***151.02 Findings of Fact***

(A) The flood hazard areas of the City of Prineville 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.

(C) The City of Prineville has the primary responsibility for planning, adoption and enforcement of land use regulations to accomplish proper management of special flood hazard areas.

## ***151.03 Statement of Purpose***

It is the purpose of this ordinance 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) Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;

(D) Minimize prolonged business interruptions;

(E) 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;

(F) 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;

(G) Notify potential buyers that the property is in a special flood hazard area

(H) Notify those who occupy special flood hazard areas that they assume responsibility for their actions;

(I) Participate in and maintain eligibility for flood insurance and disaster relief;

(J) Manage the alteration of areas of special flood hazard, stream channels and shorelines to minimize the impact of development on the natural and beneficial functions.

## ***151.04 Methods of Reducing Flood Losses***

In order to accomplish its purposes, this ordinance 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 result 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 flood waters;

(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 flood waters or may increase flood hazards in other areas.

(F) Coordinate with and supplement provisions of State of Oregon Specialty Codes enforced by the State of Oregon Building Codes Division.

### ***151.05 Definitions***

Unless specifically defined below or in Chapter II, words or phrases used in this ordinance shall be interpreted so as to give them the meaning they have in common usage.

**Accessory Structure:** A structure on the same lot or parcel as a principal structure, the use of which is incidental and subordinate to the principal structure.

**Addition:** An alteration to an existing structure that results in any increase in its ground floor area.

**Appeal:** A request for a review of the interpretation of any provision of this ordinance or a request for a variance.

**Area of shallow flooding:** 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 (ASFH):** The land in the floodplain within a community subject to a 1 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:** The flood having a one percent chance of being equaled or exceeded in any given year.

**Base flood elevation (BFE):** The elevation to which floodwater is anticipated to rise during the base flood.

**Basement:** Any area of the building having its floor subgrade (below ground level) on all sides.

**Below-grade crawl space:** 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 crawlspace to the top of the crawlspace foundation, does not exceed 4 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.

**Datum:** The vertical datum is a base measurement point (or set of points) from which all elevations are determined. Historically, that common set of points has been the National Geodetic Vertical Datum of 1929 (NAVD29). The vertical datum currently adopted by the federal government as a basis for measuring heights is the North American Vertical Datum of 1988 (NAVD88).

**Development:** Any man-made 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.

**Digital FIRM (DFIRM):** Digital Flood Insurance Rate Map. It depicts flood risk and zones and flood risk information. The DFIRM presents the flood risk information in a format suitable for electronic mapping applications.

**Elevated building:** Means for insurance purposes, a non-basement building which has its lowest elevated floor raised above ground level by foundation walls, shear walls, post, piers, pilings, or columns.

**Encroachment**” The advancement or infringement of uses, fill, excavation, buildings, permanent structures or other development into a regulatory Floodway which may impede or alter the flow capacity of a floodplain.

**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 paragraph (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 paragraph (a)(1) of this definition.

**Flood Elevation Study:** See “Flood Insurance Study”.

**Flood Insurance Rate Map (FIRM):** 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):** 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.

**Flood proofing:** 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:** Any land area susceptible to being inundated by water from any source. See "Flood or flooding."

**Floodplain administrator:** The community official designated by title to administer and enforce the floodplain management regulations.

**Floodplain management:** The operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works, and floodplain management regulations.

**Floodplain management regulations:** Zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as floodplain ordinance, grading ordinance and erosion control ordinance) and other application of police power. The term describes such state or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

**Floodway:** 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 one foot. Also referred to as "Regulatory Floodway."

**Freeboard:** An additional amount of height above the Base Flood Elevation used as a factor of safety (e.g., 1 foot above the Base Flood) in determining the level at which a structure's lowest floor must be elevated or floodproofed to be in accordance with state or community floodplain management regulations.

**Functionally dependent use:** 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.

**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 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:** The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

**Historic structure:** Any structure that is:

(A) Listed individually in the National Register of Historic Places (a listing maintained by the U.S. Department of 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 to a district preliminarily determined by the Secretary to qualify as a registered historic district;

(C) Individually listed on a state inventory of historic places and determined as eligible by 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 and determined as eligible by 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.

**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:

**(1) 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 (1-percent-annual-chance) flood elevation on a portion of a legally defined parcel of land that is partially inundated by the base flood.

**(2) 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.

**(3) 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.

**(4) 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.

**(5) 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.

**(6) 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.

**(7) 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:** 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 non-elevation design requirements of this ordinance.

**Manufactured dwelling:** 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:** A parcel (or contiguous parcels) of land divided into two or more manufactured dwelling lots for rent or sale.

**Mean Sea Level:** For purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum of 1988 (NGVD 88) or other datum, to which Base Flood Elevations shown on a community's FIRM are referenced.

**New construction:** 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 Prineville and includes any subsequent improvements to such structures.

**Oregon Specialty Codes:** The Building Codes Division of the State adopts, amends, and interprets specialty codes that make up the Oregon State Building Code. The combined specialty codes are often referred to as building codes or "Specialty Codes".

**Reconstruction:** The repair of a structure damaged by any cause (not just flooding) without increasing the floor area of the structure.

**Recreational vehicle:** A vehicle which is:

(A) Built on a single chassis;

(B) Four-hundred (400) square feet or less when measured at the largest horizontal projection;

(C) Designed to be self-propelled or permanently towed 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.

**Regulatory floodway:** See "Floodway".

**Rehabilitation:** Any improvement and repairs that are made to the interior and exterior of an existing structure that do not result in any increase in the ground floor area of the structure. This is perhaps the most common category and includes activities like remodeling a kitchen, gutting the building and redoing the interior, and adding a second story.

**Riverine:** Relating to or situated on a river or riverbank. Riverine flood zone means riverine flood hazard zones A, AO, AH, A1-30, AE, A99, or AR.

**Sheet flow area:** See "Area of shallow flooding".

**Special flood hazard area (SFHA):** See "Area of special flood hazard" for this definition.

**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:** 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:** Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed fifty (50) percent of the market value of the structure before the damage occurred.

**Substantial improvement:** Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or fifty (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 either:

(A) 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



(B) Any alteration of a "historic structure," provided that the alteration will not preclude the structure's continued designation as a "historic structure."

**Variance:** A grant of relief by the City of Prineville from the terms of a flood plain management regulation.

**Violation:** 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 ordinance is presumed to be in violation until such time as that documentation is provided.

**Watercourse:** The channel and banks of an identifiable watercourse, and not the adjoining floodplain areas. The flood carrying capacity of a watercourse refers to the flood carrying capacity of the channel (except in the case of alluvial fans, where a channel is not typically defined).

**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 intrinsic nature of its operations.

**Water surface elevation:** The height, in relation to the National Geodetic Vertical Datum of 1988 (NGVD 88), or other datum, of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

## **GENERAL PROVISIONS**

### ***151.10 Lands to Which This Ordinance Applies***

This ordinance shall apply to all Areas of Special Flood Hazard within the jurisdiction of the City of Prineville. Nothing in this Ordinance is intended to allow uses or structures that are otherwise prohibited by the zoning ordinance or Specialty Codes.

### ***151.11 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 **Crook County, Oregon and incorporated areas**, dated February 2<sup>nd</sup>, 2012, and as amended, with accompanying Flood Insurance Rate Maps (FIRMs) or Digital Flood Insurance Rate Maps (Panels 0384 through 0416 or as amended) are adopted by reference and declared a part of this ordinance. The FIS and the FIRM are on file at the City Planning Department, City Hall, 387 NE 3<sup>rd</sup> St., Prineville, Oregon.

### ***151.12 Coordination With State of Oregon Specialty Codes***

Pursuant to the requirement established in ORS 455, that the City of Prineville, (as administered through the Crook County Building Department) enforce the State of Oregon Specialty Codes. The City of Prineville 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 ordinance is intended to be administered and enforced in conjunction with the Oregon Specialty Codes.

### ***151.13 Compliance and Penalties For Noncompliance***

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

(B) Penalties For Noncompliance: No structure or land shall hereafter be constructed, located, extended, converted, or altered without full compliance with the terms of this ordinance and other applicable regulations. Failure to comply with all of the provisions of this ordinance and its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a violation and be subject to enforcement as described in sections 151.50 through 151.52. Nothing contained herein shall prevent the City of Prineville from taking such other lawful action as is necessary to prevent or remedy any violation.

### **151.14 Abrogation and Severability**

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

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

### **151.15 Interpretation**

In the interpretation and application of this ordinance, all provisions shall be:

(A) Considered as minimum requirements;

(B) Liberally construed in favor of the governing body; and

(C) Deemed neither to limit nor repeal any other powers granted under state statutes, including State Specialty Codes.

### **151.16 Warning and Disclaimer of Liability**

(A) Warning: The degree of flood protection required by this ordinance 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 man-made or natural causes. This ordinance 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.

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

## **ADMINISTRATION**

### **151.20 Designation of Floodplain Administrator**

The City Manager or designee is hereby appointed to administer, implement, and enforce this ordinance by granting or denying development permits in accordance with its provisions. The Floodplain Administrator may delegate authority to implement these provisions.

### **151.21 Duties and Responsibilities of the Floodplain Administrator**

Duties of the floodplain administrator, or their designee, shall include, but not be limited to:

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

(1) The permit requirements of this ordinance have been satisfied;

(2) All other required local, state, and federal permits have been obtained and approved.

(3) 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 ordinance in section 151.41(J) (*Floodways*) are met; and

(4) Review all development permits to determine if the proposed development is located in an area of special flood hazard, 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 sections 151.40(G) (*Use of Other Base Flood Data*); and

(5) Provide to building officials the Base Flood Elevation (BFE) and freeboard applicable to any building requiring a development permit.

(6) Review all development permit applications to determine if the proposed development qualifies as a substantial improvement as defined in section 151.05(*Definitions*).

(7) 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 section 151.40(A) (*Alterations of Watercourses*).

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

(9) Where a determination is needed of the location of boundaries of the Areas of Special Flood Hazard including (for example, where there appears to be a conflict between a mapped boundary and actual field conditions) the Floodplain Administrator shall make a determination. Any person contesting the location of the boundary shall be given a reasonable opportunity to appeal the determination.

### **(B) Information To Be Obtained and Maintained**

The following information shall be obtained and maintained and shall be made available for public inspection as needed:

(1) 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 section 151.40(G) (*Use Of Other Base Flood Data*).

(2) 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 sections 151.41(B) (*Garages*) and 151.21(A)(2)(*Permit Review: All other required local, state, and federal permits have been obtained and approved*) are adhered to.

(3) 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).

(4) 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.

(5) Maintain all Elevation Certificates (EC) submitted to the community;

(6) 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 ordinance and where Base Flood Elevation (BFE) data is provided through the FIS, FIRM, or obtained in accordance with section 151.40(G) (*Use Of Other Base Flood Data*).

(7) Maintain all floodproofing certificates required under this ordinance;

(8) Record and maintain all variance actions, including justification for their issuance;

(9) Obtain and maintain all hydrologic and hydraulic analyses performed as required under section 151.41.(D) (*Floodways*).

(10) Record and maintain all Substantial Improvement and Substantial Damage calculations and determinations as required under section 151.21(D) (*Substantial Improvement*).

(11) Maintain for public inspection all records pertaining to the provisions of this ordinance.

## **(C) Requirement To Notify Other Entities And Submit New Technical Data**

**(1) 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.

**(2) Watercourse Alterations:** The applicant shall 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:

(a) A proposed maintenance plan to assure the existing flood carrying capacity within the altered or relocated portion of the watercourse is maintained; or

(b) 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 section 151.21(C)(3) (*Requirement To Submit New Technical Data*). Ensure compliance with all applicable requirements in sections 151.21(C)(3) (*Requirement To Submit New Technical Data*) and 151.40(A) (*Alteration Of Watercourses*).

**(3) 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 of the Code of Federal Regulations (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:

(a) Proposed floodway encroachments that increase the base flood elevation; and

(b) 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 (6) 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 Acknowledgement 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.

**(D) Substantial Improvement and Substantial Damage Assessments and Determinations:**

Conduct Substantial Improvement (SI) (as defined in section 151.05) reviews for all structural development proposal applications and maintain a record of SI calculations within permit files in accordance with section 151.21(B) (*Information To Be Obtained And Maintained*). Conduct Substantial Damage (SD) [as defined in section 151.05 (*Definitions*)] 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 section 151.11(*Basis For Establishing The Special Flood Hazard Areas*)] are damaged to the extent that the cost of restoring the structure to its before damaged condition would equal or exceed fifty (50) percent of the market value of the structure before the damage occurred.

**ESTABLISHMENT OF DEVELOPMENT PERMIT**

***151.30 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 section 151.11(*Basis For Establishing The Special Flood Hazard Areas*). The development permit shall be required for all structures, including manufactured dwellings, and for all other development, as defined in section 151.05(*Definitions*), including fill and other development activities.

***151.31 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) Application Stage:**

(1) The site plan shall include any proposed or required fill within the City of Prineville. The reviewing authority may require the floodway to be delineated by a professional surveyor if developing near the floodway boundary on the DFIRM.

(2) An Elevation Certificate is required with submittal of any development within the special flood hazard area to ensure proper development of the structure. Certificate shall include 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 section 151.21(B)(*Information To Be Obtained and Maintained*)

(3) Site plan shall include proposed elevation in relation to mean sea level to which any non-residential structure will be floodproofed.

(4) Certification by a registered professional engineer or architect licensed in the State of Oregon that the floodproofing methods proposed for any non-residential structure meet the floodproofing criteria for non-residential structures in section 151.41(E) (*Non-Residential Construction*)

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

(6) Base Flood Elevation data for subdivision proposals or other development when required per sections 151.21(A) (*Permit Review*) and 151.40(F) (*Subdivision Proposals and Other Proposed Developments*)

(7) Applicant shall provide substantial improvement calculation for any improvement, addition, reconstruction, renovation, or rehabilitation of an existing structure.

(8) Site plan shall include the amount and location of any fill or excavation activities proposed.

**(B) Construction Stage:**

(1) Copies of all necessary permits from other governmental agencies from which approval is required by Federal or state law must be provided prior to start of construction.

(2) Development activities shall not begin without an approved Development Permit.

(3) For all new construction and substantial improvements, the permit holder shall provide to the Floodplain Administrator and Building Department official an as-built certification of the floor elevation or flood-proofing level immediately after the lowest floor or flood-proofing is placed and prior to further vertical construction;

(4) Any deficiencies identified by the Floodplain Administrator or Building Department official shall be corrected by the permit holder immediately and prior to work proceeding. Failure to submit certification or failure to make the corrections shall be cause for the Floodplain Administrator or Building Department official to issue a stop-work order for the project.

**(C) Certificate of Occupancy:**

(1) In addition to the requirements of the Specialty Codes pertaining to certificate of occupancy, and prior to the final inspection, the owner or authorized agent shall submit the following documentation for finished construction that has been signed and sealed by a registered surveyor or engineer:

(a) For elevated buildings and structures in non-coastal Areas of Special Flood Hazard (all A zones), a completed Flood Elevation Certificate with the elevation of the lowest floor, including basement or where no Base Flood Elevation is available the height above highest adjacent grade of the lowest floor;

(b) For non-residential buildings and structures that have been floodproofed, the elevation to which the building or structure was floodproofed.

(2) Failure to submit certification or failure to correct violations shall be cause for the Floodplain Administrator or Building Department official to withhold a certificate of occupancy until such deficiencies are corrected.

**151.32 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.

**(A) Conditions For Variances**

(1) 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 sections 151.32(A)(3) (*Conditions For Variances: Variances shall not be issued within any floodway if any increase in flood levels during the base flood discharge would result*) and 151.32(A)(5) , and 151.32(B) (*Variance Notification*). As the lot size increases beyond one-half acre, the technical justification required for issuing a variance increases.

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

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

(4) Variances shall only be issued upon:

(a) A showing of good and sufficient cause;

(b) A determination that failure to grant the variance would result in exceptional hardship to the applicant;

(c) 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.

(5) 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 section 151.21(A)(2) through (4) are met, and the structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.

**(B) 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 risks to life and property. Such notification and a record of all variance actions, including justification for their issuance shall be maintained in accordance with section 151.21(B) (*Information To Be Obtained And Maintained*).

## **PROVISIONS FOR FLOOD HAZARD REDUCTION**

### **151.40 General Standards**

In all special flood hazard areas, the following standards shall be adhered to:

**(A) 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 sections 151.21(C)(2) (*Watercourse Alterations*) and 151.21(C)(3) (*Requirement To Submit New Technical Data*).

#### **(B) Anchoring**

(1) 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.

(2) All manufactured dwellings shall be anchored per section 151.41(F).

#### **(C) Construction Materials and Methods**

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

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

#### **(D) Utilities And Equipment**

(1) Water Supply, Sanitary Sewer, And On-Site Waste Disposal Systems

(a) All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.

(b) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharge from the systems into flood waters.

(c) 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.

(2) 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.

#### **(E) Tanks**

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

(2) Above-ground 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. New and replacement tank inlets, fill openings, outlets and vents shall be placed a minimum of two (2) feet above Base Flood Elevation or fitted with covers designed to prevent the inflow of floodwater or outflow of the contents of the tank during conditions of the design flood.

**(F) Subdivision Proposals and Other Proposed Developments:** All plans and permits for proposed new site improvements, subdivisions, and manufactured home parks shall be consistent with the need to minimize flood damage and ensure that building sites will be reasonably safe from flooding. The test of reasonableness is a local judgment and includes historical data, high water marks, photographs of past flooding, etc.

(1) All new subdivision proposals and other proposed new developments (including proposals for manufactured dwelling parks and subdivisions) greater than fifty (50) lots or five (5) acres, whichever is the lesser, shall include within such proposals, Base Flood Elevation data.

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

(a) Be consistent with the need to minimize flood damage.

(b) Have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize or eliminate flood damage.

(c) Have adequate drainage provided to reduce exposure to flood hazards.

**(G) Use Of Other Base Flood Elevation Data:** When Areas of Special Flood Hazard have been provided but Base Flood Elevation or floodway data has not been provided in accordance with section 151.11(*Basis For Establishing The Special Flood Hazard Areas*) 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 section 151.40 (*General Standards*) and 151.41(*Specific Standards (Including all Non-Coastal) SFHAs*). All new subdivision proposals and other proposed new developments (including proposals for manufactured dwelling parks and subdivisions) must meet the requirements of section 151.40(F) (*Subdivision Proposals And Other Proposed Developments*).

Base Flood Elevations shall be determined for development proposals that are five (5) acres or more in size or are fifty (50) lots or more, whichever is lesser in any A zone that does not have an established base flood elevation. Development proposals located within an 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, where available. When no base flood elevation data is available, the elevation requirement for development proposals within an unnumbered A zone is a minimum of three (3) feet above the highest adjacent grade, to be reasonably safe from flooding.



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

(1) 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.

(2) 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.

**(I) Critical Facilities**

Construction of new critical facilities shall be, to the extent possible, location outside the limits of the special flood hazard area ("SFHA"). 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 (3) 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. Flood proofing and sealing measures must be taken to ensure that toxic substances will not be displaced by or released into floodwaters.

**151.41 Specific Standards For SFHA (Including All Non-Coastal)**

These specific standards shall apply to all new construction and substantial improvements in addition to the General Standards contained in section 151.40(*General Standards*) of this ordinance.

**(A) 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:

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

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

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

(a) A minimum of two openings.

(b) The total net area of non-engineered openings shall be not less than one (1) square inch for each square foot of enclosed area, where the enclosed area is measured on the exterior of the enclosure walls.

(c) The bottom of all openings shall be no higher than one foot above grade.

(d) 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.

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

**(B) Garages**

(1) Attached garages may be constructed with the garage floor slab below the Base Flood Elevation (BFE) in Special Flood Hazard Areas, if the following requirements are met:

(a) If located within a floodway the proposed garage must comply with the requirements of section 151.41(J) (*Floodways*).

(b) The floors are at or above grade on not less than one side;

(c) The garage is used solely for parking, building access, and/or storage;

(d) The garage is constructed with flood openings in compliance with section 151.41(A) (*Flood Openings*) to equalize hydrostatic flood forces on exterior walls by allowing for the automatic entry and exit of floodwater.

(e) The portions of the garage constructed below the BFE are constructed with materials resistant to flood damage;

(f) The garage is constructed in compliance with the standards in section 151.40(*General Standards*); and

(g) 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.

(2) Detached garages must be constructed in compliance with the standards for appurtenant structures in section 151.41(H) (*Appurtenant [Accessory] Structures*) or non-residential structures in section 151.41(E) (*Non- Residential Construction*) depending on the square footage of the garage.

**(C) No 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.

#### **(D) Residential Construction**

(1) New construction, conversion to, and substantial improvement of any residential structure shall have the lowest floor, including basement, elevated at one (1) foot or more above the Base Flood Elevation (BFE), and elevated three (3) feet or more above highest adjacent grade where no BFE is defined.

(2) Fully enclosed areas below the lowest floor that are subject to flooding are prohibited, or shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Enclosed areas below the lowest floor shall comply with the flood opening requirements in section 151.41(A) (*Flood Openings*).

#### **(E) Non- Residential Construction**

(1) New construction, conversion to, and substantial improvement of any commercial, industrial, or other non-residential structure shall:

(a) Have the lowest floor, including basement elevated to one (1) foot or more above the Base Flood Elevation (BFE), and elevated three (3) feet or more above highest adjacent grade where no BFE is defined; Or, together with attendant utility and sanitary facilities:

(b) Be floodproofed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water; and

(c) Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy; and

(d) 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 section 151.21(B) (*Information To Be Obtained And Maintained*).

(2) Non-residential structures that are elevated, not floodproofed, shall comply with the standards for enclosed areas below the lowest floor in section 151.41(A) (*Flood Openings*).

(3) Applicants floodproofing non-residential buildings shall be notified that flood insurance premiums will be based on rates that are one (1) foot below the floodproofed level (e.g. a building floodproofed to the base flood level will be rated as one (1) foot below).

**(F) Manufactured Dwellings**

(1) 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 section 151.41(A) (*Flood Openings*).

(2) The bottom of the longitudinal chassis frame beam shall be at or above Base Flood Elevation;

(3) 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;

(4) Electrical crossover connections shall be a minimum of one foot above Base Flood Elevation (BFE).

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

(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 requirements of section 151.41(F) (*Manufactured Dwellings*), including the anchoring and elevation requirements for manufactured dwellings.

**(H) Appurtenant (Accessory) Structures:** Relief from elevation or floodproofing requirements for residential and non-residential structures in (Non-Coastal) SFHAs may be granted for appurtenant structures that meet the following requirements:

(1) Appurtenant structures located partially or entirely within the floodway must comply with requirements for development within a floodway found in section 151.41(J) (*Floodways*).

(2) Appurtenant structures must only be used for parking, access, and/or storage and shall not be used for human habitation;

(3) Appurtenant structures are limited to one-story structures less than 600 square feet.

(4) The portions of the appurtenant structure located below the Base Flood Elevation must be built using flood resistant materials;

(5) 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.

(6) 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 section 151.41(A) (*Flood Openings*);

(7) Appurtenant structures shall be located and constructed to have low damage potential;

(8) 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 section 151.40(E) (*Tanks*).

(9) 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.

### **(I) Below-Grade Crawl Spaces**

(1) 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 151.41(A) (*Flood Openings*). Because of hydrodynamic loads, crawlspace construction is not allowed in areas with flood velocities greater than five (5) 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.

(2) The crawlspace 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 (1) foot above the lowest adjacent exterior grade.

(3) 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 crawlspace 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.

(4) Any building utility systems within the crawlspace 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.

(5) The interior grade of a crawlspace below the BFE must not be more than two (2) feet below the lowest adjacent exterior grade.

(6) The height of the below-grade crawlspace, measured from the interior grade of the crawlspace to the top of the crawlspace foundation wall must not exceed four (4) 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.

(7) There must be an adequate drainage system that removes floodwaters from the interior area of the crawlspace. 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.

(8) The velocity of floodwaters at the site shall not exceed five (5) feet per second for any crawlspace. For velocities in excess of five (5) feet per second, other foundation types should be used.

**(J) Floodways:** Located within the special flood hazard areas established in section 151.11 (*Basis For Establishing The Special Flood Hazard Areas*) 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:

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

(a) 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, water course alteration, or habitat restoration project shall not result in any increase in flood levels within the community during the occurrence of the base flood discharge; Or,

(b) A community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations, provided that a Conditional Letter of Map Revision (CLOMR) is applied for and approved by the Federal Insurance Administrator, and the requirements for such revision as established under Volume 44 of the Code of Federal Regulations, section 65.12 are fulfilled.

(2) If the requirements of section 151.41(J)(1) (*Floodways: Encroachments Prohibited in Floodways*) are satisfied, all new construction, substantial improvements, and other development shall comply with all other applicable flood hazard reduction provisions of sections 151.40 and 151.41 (*Provisions For Flood Hazard Reduction*).

**(K) 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 (1) to three (3) 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.

**(1) Standards For AH Zones:** Development within AH Zones must comply with the standards in sections 151.40(*General Standards*), 151.41(*Specific SFHA Standards*), and 151.41(K) (*Standards For Shallow Flooding Areas*).

**(2) Standards For AO Zones:** In AO zones, the following provisions apply in addition to the requirements in sections 151.40(*General Standards*) and 151.41(K) (*Standards For Shallow Flooding Areas*)

(a) 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 one (1) foot above the depth number specified on the Flood Insurance Rate Maps (FIRM) (at least three (3) 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.

(b) New construction, conversion to, and substantial improvements of non-residential structures within AO zones shall either:

1. Have the lowest floor (including basement) elevated above the highest adjacent grade of the building site, at minimum one (1) foot above the depth number specified on the Flood Insurance Rate Maps (FIRMS) (at least three (3) feet if no depth number is specified); or

2. Together with attendant utility and sanitary facilities, be completely floodproofed to or above the depth number specified on the FIRM or a minimum of three (3) 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 section 151.41.(E)(1)(d).

(c) 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 section 151.41(K)(b), and the anchoring and other requirements for manufactured dwellings of section 151.41(F)(d).

(d) In AO zones, new and substantially improved appurtenant structures must comply with the standards in section 151.41(H).

(e) In AO zones, enclosed areas beneath elevated structures shall comply with the requirements in section 151.41(A) (*Flood Openings*).

## **ENFORCEMENT**

### **151.50 Penalties for Violation**

**Penalties for Violations shall follow section 153.261 (*Enforcement and Remedies*) of the City of Prineville's Land Use Code Chapter 153 as amended.**

**APPENDIX A – OREGON MODEL FLOOD ORDINANCE REGULATORY CROSSWALK**

<b>Section</b>	<b>Code of Federal Regulations (CFR) and Technical Bulletin Citation(s)</b>	<b>State of Oregon Citation(s) (Goal 7, Specialty Codes*, ORS)</b>
151.01 Statutory Authorization	59.22(a)(2)	Goal 7; ORS 197.175
151.02 Findings of Fact	59.22(a)(1)	Goal 7
151.03 Statement of Purpose	59.2; 59.22(a)(1) and (8); 60.22	Goal 7
151.04 Methods of Reducing Flood Losses	60.22	Goal 7
151.05 Definitions	59.1	Goal 7
151.10 Lands to Which this Ordinance Applies	59.22(a)	Goal 7
151.11 Basis for Establishing the Special Flood Hazard Areas	59.22(a)(6); 60.2(h)	Goal 7
151.12 Coordination with Specialty Codes Adopted by the State of Oregon Building Codes Division		ORS 455
151.13 Compliance	60.1(b) – (d)	Goal 7
151.13 Penalties for Noncompliance	60.1(b) – (d)	Goal 7
151.14 Abrogation	60.1(b) – (d)	Goal 7
151.14 Severability		
151.15 Interpretation	60.1(b) – (d)	Goal 7
151.16 Warning		
151.16 Disclaimer of Liability		
151.20 Designation of the Floodplain Administrator	59.22(b)(1)	Goal 7
151.21(A) Permit Review	60.3(a)(1) – (3); 60.3(c)(10)	Goal 7
151.21(B) Information to be Obtained and Maintained	59.22(a)(9)(iii); 60.3(b)(5)(i) and (iii); 60.3(c)(4); 60.3(b)(3); 60.6(a)(6)	Goal 7; 105.9; 110.33; R106.1.4; R109.1.3; R109.1.6.1; R322.1.10; R322.3.6
151.21(C)(1) Community Boundary Alterations	59.22(a)(9)(v)	Goal 7
151.21(C)(2) Watercourse Alterations	60.3(b)(6) – (7), 65.6(12 -13)	Goal 7
151.21(c)(3) Requirement to Submit New Technical Data	65.3, 65.6, 65.7, 65.12	Goal 7
151.21(D) Substantial Improvement and Substantial Damage Assessments and Determinations	59.1;60.3(a)(3); 60.3(b)(2); 60.3(b)(5)(i); 60.3(c)(1),(2),(3),(5) – (8),(10), (12); 60.3(d)(3); 60.3(e)(4),(5),(8)	Goal 7
151.30 Floodplain Development Permit Required	60.3(a)(1)	Goal 7
151.31 Application for Development Permit	60.3(a)(1); 60.3(b)(3); 60.3(c)(4)	Goal 7; R106.1.4; R322.3.6, R109.1.3

151.32 Variance Procedure	60.6(a)	Goal 7
151.32(A) Conditions for Variances	60.6(a)	Goal 7
151.32(B) Variance Notification	60.6(a)(5)	Goal 7
151.40(A) Alteration of Watercourses	60.3(b)(6) and (7)	Goal 7
151.40(B) Anchoring	60.3(a)(3); 60.3(b)(1),(2), and (8)	Goal 7; R322.1.2
151.40(C) Construction Materials and Methods	60.3(a)(3), TB 2; TB 11	Goal 7; R322.1.3; R322.1.3
151.40(D) Water Supply, Sanitary Sewer, and On-Site Waste Disposal Systems	60.3(a)(5) and (6)	Goal 7; R322.1.7
151.40(D) Electrical, Mechanical, Plumbing, and Other Equipment	60.3(a)(3)	Goal 7; R322.1.6;
151.40(E) Tanks		R322.2.4; R322.3.7
151.40(F) Subdivision Proposals	60.3(a)(4)(i) – (iii); 60.3(b)(3)	Goal 7
151.40(G) Use of Other Base Flood Data	60.3(a)(3); 60.3(b)(4); 60.3(b)(3); TB 10-01	Goal 7; R322.3.2
151.40(H) Structures Located in Multiple or Partial Flood Zones		R322.1
151.41(A) Flood Openings	60.3(c)(5); TB 1; TB 11	Goal 7; R322.2.2; R322.2.2.1
151.41(B) Garages	TB 7-93	R309
151.41(C) Before Regulatory Floodway	60.3(c)(10)	Goal 7
151.41(D) Residential Construction	60.3(c)(2)	Goal 7
151.41(E) Non-residential Construction	60.3(c)(3) – (5); TB 3	Goal 7; R322.2.2; R322.2.2.1
151.41(F) Manufactured Dwellings	60.3(b)(8); 60.3(c)(6)(iv); 60.3(c)(12)(ii)	Goal 7; State of OR Manufactured Dwelling Installation Specialty Code (MDISC) and associated statewide Code Interpretation dated 1/1/2011
151.41(G) Recreational Vehicles	60.3(c)(14)(i) – (iii)	Goal 7
151.41(H) Appurtenant (Accessory) Structures	60.3(c)(5); TB 1; TB 7-93	S105.2; R105.2
151.41(J) Floodways	60.3(d); FEMA Region X Fish Enhancement Memo (Mark Riebau)	Goal 7
151.41(K) Standards for Shallow Flooding Areas	60.3(c)(7),(8),(11), and (14)	Goal 7

*[\\*Link to Oregon Specialty Codes](#)*





# STAFF REPORT

---

---

<b>MEETING DATE:</b>	1/23/2024	<b>PREPARED BY:</b>	Casey Kaiser
<b>SECTION:</b>	Resolutions	<b>DEPARTMENT:</b>	Public Works
<b>CITY GOAL:</b>	Quality Municipal Services & Programs		
<b>SUBJECT:</b>	Resolution No.1587 Authorizing Personal Services Agreement for the ASR 2 Well Design		

---

---

## REASON FOR CONSIDERATION:

The proposed contract will authorize the complete design of the City's next Injection and Recovery Well, ASR 2. The well is a critical component of the Aquifer Storage and Recovery (ASR) system and provides additional capacity to both inject and withdraw stored water from the deep airport area aquifer.

Staff is requesting council consider awarding the contract to Cascade Geoengineering based on the findings included within the resolution. Notably Cascade Geoengineering has the specific experience of designing the City's existing ASR Well, the necessary familiarity with the City's complete ASR system infrastructure, the capacity and capability to perform the specialized design work, and the availability to perform the work within the timeframes needed.

## BACKGROUND:

In July of 2023 Council authorized an agreement with Vitesse, LLC that provided funding for a portion of the 30" Waterline Resiliency Project, and improvements to the City's Aquifer Storage and Recovery (ASR) project. In addition to funding 70% of the costs of the 30" Waterline Project, the agreement provided for Vitesse, LLC to also provided funding for improvements to the ASR system including the design and construction of the City's next ASR injection and recovery well. Currently the City has one well with the capability of injecting water into the airport area aquifer and recovering that stored water during times of higher water demand. Adding a second injection and recovery well will increase the capacity of the system as well as provide needed redundancy if one of the two wells failed.

The proposed contract would include the design of the well, the design of the pump system, and the preparation of the plans and bid documents needed to procure a contract for the construction of the system.

**FISCAL IMPACT:**

The proposed design contract is being funded entirely by Vitesse, LLC. The City is receiving a 10% administration fee for administering and delivering the design project.

**RECOMMENDATION:**

Staff recommends Council approve resolution 1587 authorizing the personal services agreement for the design of the ASR 2 Injection and Recovery Well and pump system in the amount of **\$196,081.60**.

**ADDITIONAL DOCUMENTS:**

Resolution 1587, Cascade Geoengineering Work Order

**RESOLUTION NO. 1587  
CITY OF PRINEVILLE, OREGON**

**A RESOLUTION APPROVING A PERSONAL SERVICES AGREEMENT WITH  
CASCADE GEOENGINEERING, LLC REGARDING ENGINEERING SERVICES**

**Whereas**, the City of Prineville (“City”) requires engineering services to assist with the preparation of bid documents for a new dedicated Aquifer Storage and Recovery Well #2 (“ASR #2”) to be located immediately south of US Highway 126 from the Prineville Municipal Airport.

**Whereas**, City’s Council serves as the Local Contract Review Board for the City and pursuant to City Resolution 1266 Section 8(C), may award personal services contracts according to specific criteria that are applicable to the services provided.

**Whereas**, Engineering services are considered personal services pursuant to City Resolution 1266.

**Whereas**, Cascade Geoengineering, LLC, has provided the attached material marked as Exhibit A and incorporated herein.

**Whereas**, City Counsel finds that Cascade Geoengineering, LLC, meets the following applicable criteria as set out in City Resolution 1266, Section 8(C): (1) total costs to the City for delivery of services; (2) expertise of the contractor in the required area of specialty; (3) references regarding prior work done by the Contractor; (4) capacity and capability to perform the work, including any specialized services within the time limitations for the work; (5) educational and professional records; (6) availability to perform the assignment and familiarity with the area in which the specific work is located; (7) timeliness of delivery of service; (8) experience in working with the City; and (9) knowledge of City’s needs and desires related to the contract.

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

1. That the City Council, serving in its role as the Local Contract Review Board for the City, hereby approves the City entering into a personal services contract with Cascade Geoengineering, LLC, to provide engineering services related to the ASR #2 Well and Pump Station Design, including backup generator and interconnection with new 30-inch City distribution system, and authorizes the City Manager to execute, on behalf of the City, such contract and any other related documents.

Approved by the City Council this \_\_\_\_ day of January, 2024.

\_\_\_\_\_  
Rodney J. Beebe, Mayor

ATTEST:

\_\_\_\_\_  
Lisa Morgan, City Recorder

Proposal - Work Order  
City of Prineville  
Professional Services Agreement



21145 Scottsdale DR, Bend, Oregon 97701  
370-907-4162 newtonjim@hotmail.com

December 18, 2023

Casey Kaiser, Public Works Director  
City of Prineville  
387 NE Third Street  
Prineville, Oregon 97754

**RE: ASR #2 WELL AND PUMP STATION DESIGN, INCLUDING BACKUP GENERATOR &  
INTERCONNECTION WITH NEW 30-INCH CITY DISTRIBUTION SYSTEM, CITY OF  
PRINEVILLE, CROOK COUNTY, OREGON**

This Work Order has been prepared by Cascade Geoengineering, LLC (CGE) to provide the City of Prineville (Client) a scope of services and cost estimate consistent with the attached Exhibit A (Standard Terms and Conditions) and Exhibit B (Fee Schedule) for work to be performed in the below tasks.

**Scope of Services:** CGE will provide the following tasks 1-7 related to the design and preparation of bid documents for a new dedicated Aquifer Storage and Recovery Well #2 (ASR #2) to be located immediately south of U.S. Hwy 126 from the Prineville Municipal Airport. The New ASR #2 Well will be installed at the location of the existing Millican test boring #5. These tasks are estimated to be completed by May 15, 2024 for the bid document to be available to the City for integration into a City municipal public bid document and circulated for public bid. The below tasks include up to the award of the bid to the winning City municipal public bid. Additional work will be required to support and provide oversight of the awarded ASR #2 project and will be included in a subsequent proposal.

**Tasks:**

1. CGE will coordinate with Client to review the currently operational Heliport Well, which operates as the City's sole ASR well. The Heliport Well was installed prior to being used as an ASR well, and, since the Heliport Well site was constructed several modifications to the building and site have occurred to coincide with both the use of the well for ASR activities, but also to improve the building and pump station. These improvements will be reviewed with applicable City personnel to integrate into the new ASR #2 pump station building to allow for an improved functional operational facility that best meets City operational personnel expectations and integrates with existing infrastructure.
  
2. CGE will conduct preliminary analysis of the previously recorded well test data and provide an estimate of groundwater production potential from the new ASR #2 Well, and, in coordination with the Client's water right/ASR permitting consultant (GSI Water Solutions), recommendations for potential planning level ASR #2 production values and permitting requirement options will be determined. A review of this preliminary analysis with the Client, CGE will proceed to work with the Client to develop the site into a new City production well.
  
3. Based on the results of tasks 1-2 above, prepare a preliminary design of an ASR #2 Well that will accommodate planned ASR injection flows, and potential for future increases in both ASR injection rates, and, subsequent well production withdrawal rate.
  - a. The ASR #2 Well design will be reviewed prior to final size selection of the well pump/motor and related plumbing infrastructure, as two options are generally likely; 1) an ASR #2 Well pumping capacity of around 1,000 gallons per minute (gpm), with an ASR injection rate or roughly 75% of the production capacity (about 750 gpm); 2) an ASR #2 well pumping capacity of around 2,000 gpm, with a planned injection rate of roughly 75% of production capacity (about 1,500 gpm). Based on the planning level production capacity, this rate will be determined with the City and CGE and used for the basis of well development and design.
  
4. Based on the determined production rates for the new ASR #2 Well design, CGE will coordinate with the Client to develop the building and pump station to be housed along with the new ASR #2 Well. The following criteria will be included in the proposed design that includes accommodations for a backup generator sized to match the existing or new Heliport Well backup generator:
  - a. Electrical Engineering:
    - i. Design drawing development:
      1. General design sheet;
      2. Site Plan;
      3. One-Line Diagram;

4. Electrical Plan (conduit layout, home runs, lighting & recept layout);
  5. Electrical Panel layout;
  6. Grounding Plan & Details
  7. Control Plan
  8. Cable and conduit schedule;
  9. Control panel & PLC layout;
  10. PLC input/output diagram;
  11. Interconnection diagram
- ii. Specification Development.
- b. Geotechnical Engineering:
- i. Site plan evaluation:
    1. Subsurface investigation with backhoe test pits (Client to provide backhoe and operator);
    2. Review of Millican test boring # 5 well log (CROO-54907) for deeper geologic material encountered;
    3. Develop foundation recommendations and analysis report related to the new ASR #2 Well being classified as critical infrastructure. subcontractors the City contracting agent and engineering staff to prepare a preliminary well design and preparation of a bid document. This bid document is intended to include the proposed New ASR #2 and 30-inch pipe water distribution system.
- c. Structural Engineering:
- i. Site plan development for foundation based on recommendations of Geotechnical Engineering report;
    1. Specific building requirements related to physical loads related to reinforced floor design to accommodate a concrete tilt up building; well motor pedestal, and ancillary features;
    2. It is anticipated that a pre-engineering building will be specified to reduce bid requirements for contractors and maintain consistency with recent City wells, including the City's Heliport Well, Millican Well and Water Treatment Facility.
- d. Civil Engineering:
- i. Civil Site plan development will include the following:
    1. Specifications for in-building floor plan layout that includes:
    2. All water piping and water valves, meters appurtenances;
    3. Building heat/cooling requirements;
    4. Chlorination equipment (to match City water system equipment, Accu-Tab chlorination equipment is anticipated);
    5. External building site layout, includes;

6. Security fencing, gates, access;
  7. Site grading and stormwater;
  8. Pump to waste options;
  9. Building elevation (building aesthetic to be coordinated with Client);
- ii. Coordination with PacifiCorp for site electrical improvements required and initiate long-lead time equipment that may be needed.
  - iii. Well water distribution piping to existing City Airport distribution system, currently under construction pipeline is anticipated to be a 30-inch diameter C-900 water pressure main pipeline.
- e. Geologic Well Design:
- i. Well installation design based on considerations for efficient usage as both an ASR Well, and a long-term production well. The ASR #2 Well design will include:
    1. Specifications for completed well depth;
    2. Well bore diameter;
    3. Well seal, well seal material and seal depth;
    4. Well casing specifications; diameter, wall thickness, interval(s);
    5. Well screen interval, aperture and screen sand filter pack specifications.
5. Based on the completed well design included in the above tasks 1 through 4, prepare and submit to the Client a DRAFT Site Plan Review application to be submitted to the DWS to allow the well to be authorized as a new municipal water supply well. Upon review of the DRAFT DWS site plan review application with the Client, finalize and submit to DWS for processing. NOTE: Submittal of the DWS application requires a processing fee, at this point the Client intends to pay the DWS fees directly, if CGE provides DWS fees, CGE will invoice these fees in accordance with Exhibit B-any DWS fees are not included in this cost estimate.
  6. CGE will coordinate with City contracting agent and engineering staff to prepare a bid document with the final ASR #2 Well and pump station design that includes input and specifications for each engineering and geologic discipline listed above. The ASR #2 Well technical bid package will be provided to the City contracting agent and coordinated to develop a complete City bid package for public circulation to qualified and interested construction contractors. As this task 6 is being developed, it will be determined prior to preparation of bid documents with the City contracting agent if the bid package will be prepared as a competitive, or, a potential '*best overall value*' bid. CGE will participate with City contracting agent and public works staff during bid circulation and award to address potential bid modifications, addenda, bid meetings and potential presentation of bids and bidders to City Council.

7. During the above task 1 through 5, CGE will coordinate with the City and above referenced technical disciplines included in development of the new ASR #2 Well design and bid package preparation. The development of the ASR #2 Well design and bid package is anticipated to include several review meetings with the City that may include a minimum of the following City team meetings:

- a. Initial Heliport site review meeting;
- b. Initial, approximate, 20% design review meeting;
- c. Mid-point check in meeting, considering a 50% design review meeting;
- d. Near-end design check in and review meeting, considering an approximate 80% design meeting;
- e. Final pre-bid package design review meeting, considering a complete with potential minor modifications for final bid package design of 95% design meeting.
- f. Complete bid-package design review meeting to review release timing of bid, duration of bid circulation, specific dates for bid circulation milestones, final response and bid submittal timeframe and preliminary award and final award timeframes.

**TOTAL OF TASKS 1-7 ABOVE**

**\$196,081.60**

Authorized Client Representative: \_\_\_\_\_

Signature of Client Representative: \_\_\_\_\_

Date of Signature: \_\_\_\_\_

Authorize CGE Representative: James B. Newton

Signature of CGE Representative:



Date of Signature: December 18, 2023





## EXHIBIT A

### Standard Terms and Conditions Cascade Geoengineering, LLC

1. **SCOPE.** Cascade Geoengineering, LLC (Consultant) agrees to perform the services described in the letter proposal which incorporates these terms and conditions. In the event of a material change in Consultant's scope of services or Consultant's time or other condition for the performance of services, through no fault of Consultant, the compensation due Consultant and the time allowed for Consultant's performance shall be equitably adjusted. Any such change shall be by a duly executed written instrument. This letter proposal and these terms and conditions, when executed by Client, shall constitute a binding agreement on both parties (the Agreement).
2. **COMPENSATION AND PAYMENT.** Client agrees to pay for the services described in #1, above, in accordance with the compensation provisions in the proposal. Unless otherwise provided for in writing, Consultant shall be compensated for its services at its standard rates and shall be reimbursed for costs and expenses (at a multiplier of 15%) reasonably incurred in its performance of professional services. Consultant shall submit monthly invoices that are due and payable within 30 days of invoice date. On amounts not paid within 30 days of invoice date, Client shall pay interest from invoice date until payment is received at a rate of 1.5 % per month or the maximum interest rate permitted by law, whichever is less. Such interest is due and payable when the overdue payment is made. If Client disagrees with any portion of an invoice, it shall notify Consultant within 21 days of receipt of the invoice, and shall pay the portion not in dispute.
3. **RESPONSIBILITY.** Consultant is employed to render a professional service only, and any payments made by Client are compensation solely for such services rendered and recommendations made in carrying out the work. The standard of care for all professional services performed or furnished by Consultant under this Agreement will be the skill and care used by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties or guarantees, either express or implied, under this Agreement or in any report, opinion, document or otherwise, in connection with Consultant's services. Nothing contained in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or Consultant to any other individual or entity. Reports, opinions, and other instruments of Consultant's services under this Agreement are for the sole use of Client and the contents thereof may not be used or relied upon by any other individual or entity without the express written approval of Client and Consultant.

Samples will not be retained for longer than 30 days after submission of our final report, unless the Client requests otherwise in writing, prior to issuance of the final report. Consultant will take reasonable precautions to minimize damage to Client's real property from use of equipment, but we have not included in the fee the cost of restoration, unless specifically included in our scope of work. If the Client desires Consultant to restore the real property to its approximate former condition, Consultant will accomplish this at an additional cost plus 15 percent.

4. **HEALTH AND SAFETY.** Insofar as jobsite safety is concerned, Consultant is responsible solely for his own and his employees' activities on the jobsite, but shall not be construed to relieve Client, Owner or any construction contractors from their responsibilities for maintaining a safe jobsite. Neither professional activities of Consultant, nor the presence of Consultant or his employees and subcontractors, shall be construed to imply Consultant has any responsibility for methods of work performance, supervision, sequencing of construction, or safety in, on, or about the jobsite.
5. **OPINIONS OF COST.** Any opinions or estimates of probable construction or implementation costs prepared by Consultant represent Consultant's professional judgment based on our experience and available information. However, since Consultant has no control over the cost of labor, materials, equipment, or services furnished by others, over contractor's methods of determining prices, or over competitive bidding or market conditions, Consultant cannot and does not guarantee that proposals, bids, or actual costs will not vary from Consultant's opinions, estimates or evaluations of cost.
6. **SCOPE OF CLIENT SERVICES.** Client shall designate in writing a person to act as its representative with respect to Consultant's services; provide all criteria and full information as to Client's requirements for the project; place at Consultant's disposal all available information pertinent to the project and any site where services are to be performed, including the exact location of all subsurface structures, underground tanks, pipes, and utilities; provide or arrange for legal access and make all provisions for Consultant to enter any site where services are to be performed; give prompt written notice to Consultant whenever client observes or otherwise becomes aware of any development that affects the scope or timing of Consultant's services; and provide any notices required to be given to government authorities in connection with Consultant's services, except for such notices Consultant has agreed in #1, above, to provide. Consultant shall be entitled to rely upon the information, services, and instructions provide by Client and Client's representative. Client agrees that any part or parcel of property to which Consultant is not provided access will not be subject to claim by Client against Consultant under this Agreement.
7. **SUBSURFACE STRUCTURES AND UTILITIES.** Consultant is not responsible for any damage or loss due to undisclosed or unknown surface or subsurface conditions owned by Client or third parties. Consultant will request public utility locates, if applicable to Client's project, in advance, as required by law; public utility locates typically require two full working days advance notice. Client will hold Consultant and Consultant's subcontractors harmless from any loss relating to the location of subsurface structures, underground tanks, pipes, and utilities.
8. **LIMIT OF LIABILITY.** Client agrees that, to the fullest extent permitted by law, Consultant's total liability to Client for any and all injuries, claims, losses, expenses or damages whatsoever arising out of, or in any way related to, this Agreement from any cause or causes, including but not limited to Consultant's negligence, errors, omissions, strict liability, breach of contract, or breach of warranty, shall not exceed the value of Consultant's provided services, as specified in this Agreement. Consultant shall not be liable to Client for any special, indirect or consequential damages whatsoever, whether caused or alleged to be caused by Consultant's negligence, errors, omission, strict liability, breach of contract or warranty, or performance of services under this Agreement.
9. **INDEMNIFICATION.** Consultant agrees to defend, indemnify and hold harmless Client from all claims and reasonable expenses resulting therefrom, including court costs and reasonable attorneys fees (arising solely from services performed by Consultant). If and to the extent that a subcontractor defends and indemnifies client, Consultant shall have no obligation to provide such indemnification. Client agrees to give Consultant prompt notice of any claim or action and shall cooperate with Consultant, or its subcontractor, in the defense of such claim.

Client agrees to defend, indemnify and hold harmless Consultant and its subcontractors from all claims and reasonable expenses resulting therefrom, including court costs and reasonable attorneys fees, arising from: (1) environmental conditions whose existence or source was not previously disclosed by Client; (2) the condition of the Client's property; (3) execution of hazardous waste manifests as agents on behalf of the Client, or (4) otherwise arising out of the Client's acts, omissions or breach of warranty or representation hereunder. Consultant agrees to give Client prompt notice of any claim or action and shall cooperate with Client in the defense of such claim.

10. HAZARDOUS MATERIALS/ENVIRONMENTAL CONDITIONS. Client acknowledges that Consultant may perform part of the work at facilities that may contain hazardous materials or conditions. Client acknowledges that Consultant is performing professional services for Client and Consultant is not and shall not be required to become an "arranger", "operator", "generator" or "transporter" of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA), and that Consultant does not own any hazardous waste identified at or removed from the project site. In consideration of the associated risks that may give rise to claims by third parties or employees of Client, Client agrees to indemnify, defend, and hold Consultant harmless (including attorneys' fees) from any and all losses, damages, claims, or actions brought by any third party or employee of Client against Consultant or Consultant's employees, agents, or representatives, in any way arising out of the presence of hazardous materials at the facilities, except for claims shown by final judgment to arise out of the sole negligence of Consultant.
11. DISCOVERY OF UNANTICIPATED HAZARDOUS MATERIALS. Consultant and Client agree that the discovery of unanticipated hazardous materials constitutes a change in the condition of the job site mandating a renegotiation of the scope of work or termination of the project. Consultant and Client also agree that the discovery of unanticipated hazardous materials will make it necessary for Consultant to take immediate measures to protect human health and safety. Consultant agrees to notify Client as soon as practicable if such materials are encountered. Client encourages Consultant to take any and all measures that in Consultant's professional opinion are justified to protect Consultant's personnel and the public. Client agrees to waive any claim against Consultant and to indemnify, defend and hold harmless Consultant from any and all claims arising out of Consultant's encountering unanticipated hazardous materials or suspected hazardous materials. Client agrees to compensate Consultant for all costs associated with such an event based upon Consultant's prevailing fee schedule.
12. DISPOSAL OF HAZARDOUS WASTE MATERIALS. Consultant is not responsible for the transportation, handling, storage or disposal of hazardous substances or suspected hazardous substances. It is Client's responsibility to select lawful disposal sites and arrange for the proper transportation to such sites. Client is advised that, in all cases, prudence and good judgment should be applied in selecting and arranging for lawful disposal of hazardous or suspected hazardous substances.
13. ASSIGNMENT. This Agreement is binding on the heirs, successors, and assigns of the parties hereto. The Agreement is not to be assigned by either Client or Consultant without the prior written consent of the other party.
14. INTEGRATION. These terms and conditions and the letter agreement to which they are attached represent the entire understanding of Client and Consultant as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered herein. The Agreement may not be modified or altered except in writing signed by both parties.
15. JURISDICTION. This Agreement shall be administered and interpreted under the laws of the State of Oregon, and



jurisdiction of litigation arising from the Agreement shall be in the State of Oregon. If any part of the Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of the Agreement shall be in full force and effect.

16. **SUSPENSION OF WORK.** Neither party shall be deemed in default of this Agreement to the extent that any delay or failure in the performance of its obligations results from any cause beyond its reasonable control and without its negligence. Client may suspend, in writing, all or a portion of the work under the Agreement in the event unforeseen circumstances beyond the control of the Client make normal progress in the performance of the work impossible. Consultant may request that the work be suspended by notifying Client, in writing, of circumstances that are interfering with normal progress of the work. Consultant may suspend work on the project in the event Client does not pay invoices when due. The time for completion of the work shall be extended by the number of days the work is suspended. In the event that the period of suspension exceeds 90 days, the terms of the Agreement are subject to renegotiation and both parties are granted the option to terminate work on the suspended portion of the project.
17. **TERMINATION OF WORK.** Client may terminate this Agreement with seven days' prior written notice to Consultant for convenience or cause. Consultant may terminate this Agreement for cause with seven day's prior written notice to Client. Failure of Client to make payments when due shall be cause for suspension of services or, ultimately, termination, unless and until Consultant has been paid in full all amounts due. If the Agreement is terminated prior to completion, Consultant shall be entitled to payment for all work performed prior to termination, in accordance with the terms of this Agreement.
18. **DISPUTE RESOLUTION.** Client and Consultant agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Agreement to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association (AAA), effective as of the date of this Agreement. No arbitration arising out of or relating to this Agreement shall include, by consolidation, joinder, or in any other manner, any additional person not a party to this Agreement except by written consent containing a specific reference to this Agreement and signed by the parties hereto and such persons to be joined. This agreement to arbitrate and any agreement to arbitrate with an additional person or persons shall be specifically enforceable under prevailing arbitration law.

Notice of demand for arbitration shall be filed in writing with the parties to the Agreement and with the AAA within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for arbitration be made after the date when the institution of legal or equitable proceedings based on such claim, dispute, or other matter in question would be barred by the applicable statute of limitations. The award rendered by the arbitrators shall be final.



EXHIBIT B

Fee Schedule  
Professional Services & Expenses  
Cascade Geoengineering, LLC  
Effective 1/1/2024 thru 12/31/2024

**Professional Services**

Principal-Senior Engineer/Geologist/CWRE.....	\$165/hour
Staff Engineer/Geologist/CWRE/Environmental.....	\$120/hour
Technician Engineering/Geologic.....	\$90/hour
Graphics/AutoCAD/Draftsman.....	\$90/hour
Administrative Support.....	\$70/hour

**Reimbursable Expenses**

Project expenses, including equipment rentals, meals lodging, etc., to be reimbursed at a rate of cost plus 15%.

Copies: black and white \$0.05/sheet; color \$0.20/sheet.

Plots to be reimbursed at a rate of \$1.00/square foot.

Mileage reimbursed at \$0.79/mile.

Professional testimony to be billed at twice the stated hourly rate.

**RESOLUTION NO. 1588  
CITY OF PRINEVILLE, OREGON**

**A RESOLUTION AUTHORIZING AN AMENDMENT TO INTERGOVERNMENTAL  
AGREEMENT WITH CROOK COUNTY FOR GIS SUPPORT**

**Whereas**, Crook County (“County”) is able to provide GIS support for the City of Prineville (“City”) for the acquisition, development, maintenance, updating, processing and configuration of mapping data for the Prineville Public Safety Answering Points (PSAP) (“Services”); and

**Whereas**, City and County are parties to that certain Intergovernmental Agreement for GIS Support (hereinafter “Agreement”) effective July 1, 2017, to perform the Services; and

**Whereas**, City funds the IGA through payments through the Oregon Office of Emergency Management (“OEM”), which has changed how they fund the City for PSAP matters; and

**Whereas**, County has prepared an Amendment 6 to Intergovernmental Agreement for GIS Support (“Amendment”) that incorporates the OEM funding changes; and

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

**Now, Therefore**, the City of Prineville resolves that Amendment 6 to Intergovernmental Agreement for GIS Support attached to this Resolution between the City and County is hereby approved and that the Mayor is authorized and instructed to sign such Amendment on behalf of the City.

Approved by the City Council this \_\_\_\_ day of January, 2024.

\_\_\_\_\_  
Rodney J. Beebe, Mayor

ATTEST:

\_\_\_\_\_  
Lisa Morgan, City Recorder

**AMENDMENT 6  
To Intergovernmental Agreement for GIS Support**

This Amendment 6 is entered into by and between Crook County, a political subdivision of the State of Oregon, acting through its GIS/IT Department (hereinafter “County”), and the City of Prineville, a municipal corporation of the State of Oregon (hereinafter “City”); collectively, County and City may be referred to as “the Parties.”

**RECITALS**

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

WHEREAS, Amendment 1 to the Agreement was previously executed effective July 1, 2019 to extend the Agreement through June 30, 2020; Amendment 2 extended the duration through June 30, 2021; Amendment 3 extended the duration through June 30, 2022; and Amendment 4 extended the duration through June 30, 2023; Amendment 5 extended the duration through June 30, 2024; and

WHEREAS, and the Parties wish to continue the terms of the Agreement as modified by this Amendment 6.

**AGREEMENT**

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

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

Section Two: The first bullet under Section A(1) of the Agreement is deleted in its entirety, and replaced with the following: “The amount of funding provided to City from OEM is determined by OEM’s PSAP funding policy. The costs of services provided by County to City for PSAP mapping under this agreement will not exceed the funds provided by OEM to City for such PSAP mapping, as determined by that policy, and will be billed to City on a quarterly basis.”

Section Three: The rate set in Section A(2) of the Agreement is increased from the rate of Sixty Five and no/100 Dollars (\$65.00) per hour, to One Hundred Twenty and no/100 Dollars (\$120.00) per hour.

Section Four: Except as amended by this Amendment 6, and previous Amendments 1 through 5, all other terms of the Agreement remain in full force and effect.

IN WITNESS WHEREOF, City and County have executed this Amendment 6 effective on \_\_\_\_\_, 2024.

**CITY OF PRINEVILLE**

**CROOK COUNTY**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name & Title

\_\_\_\_\_  
Print Name & Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date