



Eugene City Council

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Eugene, OR 97401
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www.eugene-or.gov

EUGENE CITY COUNCIL AGENDA

May 10, 2021

7:30 p.m. CITY COUNCIL MEETING

Due to Governor Kate Brown's Stay Home, Save Lives Executive Order to combat the spread of Covid-19, this meeting will be held remotely using virtual meeting technology. Information about online or other options for access and participation will be available at <https://www.eugene-or.gov/3360/Webcasts-and-Meeting-Materials>

Meeting of May 10, 2021; Her Honor Mayor Lucy Vinis Presiding

Councilors

Jennifer Yeh, President
Mike Clark
Randy Groves
Emily Semple

Claire Syrett, Vice President
Greg Evans
Matt Keating
Alan Zelenka

7:30 p.m. CITY COUNCIL MEETING

- 1. COMMITTEE REPORTS AND ITEMS OF INTEREST**
- 2. CONSENT CALENDAR 1**
 - A. Approval of City Council Minutes**
 - B. Approval of City Council Tentative Agenda**
 - C. Ratification of FY22 Metropolitan Wastewater Management Commission Regional Wastewater Program Budget and Capital Improvements Program**
- 3. PUBLIC FORUM**
- 4. CONSENT CALENDAR 2**
 - A. Approval of a Resolution Annexing Land to the City of Eugene (Assessor's Map 17-04-23-11; Tax Lot 4402; Located at 665 Horn Lane) (City File: Clark Tippin; A 21-1)**
 - B. Approval of a Resolution Annexing Land to the City of Eugene (Assessor's Map 17-04-23-12; Tax Lot 5902; Located at 608 and 610 Audel Ave.) (City File: Leah Hyland; A 21-1)**
 - C. Approval of a Resolution Annexing Land to the City of Eugene (Assessor's Map 17-04-24-34; Tax Lot 2200; Located at 25 Knoop Lane) (City File: Gillen, Todd and Caryn; A 21-4)**

**D. Approval of a Resolution Annexing Land to the City of Eugene
(Assessor's Map 17-03-09-31; Tax Lot 1200; Located at 3647 Coburg Road)
(City File: Staton Family Trust; A 21-3)**

The Eugene City Council welcomes your interest in these agenda items. This meeting location is wheelchair-accessible. For the hearing impaired, an interpreter can be provided with 48 hours' notice prior to the meeting. Spanish-language interpretation will also be provided with 48 hours' notice. To arrange for these services, contact the receptionist at 541-682-5010. City Council meetings are telecast live on Metro Television, Comcast channel 21, and rebroadcast later in the week.

El consejo de la Ciudad de Eugene agradece su interés en estos asuntos de la agenda. El lugar de la reunión tiene acceso para sillas de ruedas. Se puede proveer a un intérprete para las personas con discapacidad auditiva si avisa con 48 horas de anticipación. También se puede proveer interpretación para español si avisa con 48 horas de anticipación. Para reservar estos servicios llame al 541-682-5010. Las reuniones del consejo de la ciudad se transmiten en vivo por Metro Television, Canal 21 de Comcast y son retransmitidas durante la semana.

<p>For more information, contact the Council Coordinator at 541-682-5010, or visit us online at www.eugene-or.gov.</p>

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Approval of City Council Minutes

Meeting Date: May 10, 2021
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 2A
Staff Contact: Beth Forrest
Contact Telephone Number: 541-682-5882

ISSUE STATEMENT

This is a routine item to approve City Council minutes.

SUGGESTED MOTION

Move to approve the minutes for the work session on February 22 and the meeting on February 8, 2021.

ATTACHMENTS

- A. February 8, 2021, Meeting Minutes
- B. February 22, 2021, Work Session Minutes

FOR MORE INFORMATION

Staff Contact: Beth Forrest
Telephone: 541-682-5882
Staff E-Mail: bforrest@eugene-or.gov

MINUTES

Eugene City Council Virtual Meeting Eugene, Oregon 97401

February 8, 2021
7:30 p.m.

Councilors Present: Emily Semple, Randy Groves, Alan Zelenka, Jennifer Yeh, Mike Clark, Greg Evans, Claire Syrett, Matt Keating

Mayor Vinis opened the February 8, 2021, meeting of the Eugene City Council in a virtual format.

1. COMMITTEE REPORTS AND ITEMS OF INTEREST

Council Discussion

- Councilor Syrett – highlighted the Martin Luther King Jr. Commons project of permanent low-barrier housing for the chronically homeless and the City's substantial contribution to it; expressed appreciation that the project has come to fruition and will be housing people soon, and is a partnership with Lane County to find upstream solutions to homelessness.
- Councilor Keating – expressed optimism that the country and community are on the back end of COVID; encouraged everyone to get vaccinated and noted that preregistration is available on the County website; information about risk levels is available on the State of Oregon's webpage.

2. CONSENT CALENDAR 1

- A. Approval of City Council Minutes
- B. Approval of City Council Tentative Agenda

MOTION AND VOTE: Councilor Yeh, seconded by Councilor Syrett, moved to approve the items on the Consent Calendar 1. **PASSED 8:0.**

3. PUBLIC FORUM

1. Tex – spoke against the sweeps and asked the City to address the needs of people in the community.
2. Russ Benton – concerned about the negative impacts of disinvestment in natural gas infrastructure.
3. Charles Areford – said methane is a devastating greenhouse gas that increases with natural gas use.
4. Jeff McGillivray – asked Council not to take action on NW Natural agreement until more public input.
5. Karyn Morrison – stated banning gas in the community will limit jobs; NW Natural will cooperate.
6. Catherine Williams – said NW Natural has carbon neutral goal; residents want energy choices.
7. Kathy Walker – encouraged City staff to collaborate on which camps need help with trash.
8. Sarah Lamog – urged Councilor Clark to resign, for perceived sympathy for white supremacy.
9. Amy Raven – voiced concern about sweeps and asked for more services and housing.
10. Avery Musdee – asked Council to identify with those who have no place to stay at night or bathroom.
11. Tomoko Sekiguchi – predicted a climate catastrophe; wildfires and worsening air quality.
12. Lydia Valentine – stated the climate crisis is worsening; make transition to renewable energies.
13. Deb McGee – spoke against natural gas, warned of its dangers; said renewable gas is a deflection.
14. Markus Koenek – said NW Natural can't be allowed to control how the City addresses its climate goals.
15. Harvey Gail – opposed the gas ban; said Council needs to hear from home heating experts.
16. Matthew Jensen – asked Council to solicit more input from community members on natural gas.
17. William Temple – spoke to evidence of harm from 5G, and possible actions on local level.
18. Avery Temple – demanded regulations on NW Natural to mitigate worst impacts of climate crisis.

19. Peter & Martha Dragovich – said housing is the most cost-effective way to help the homeless.
20. Laurie Powell – encouraged Council to require concessions from NW Natural or walk away.
21. Ben Christensen – said Councilor Clark used language similar to what was used to incite insurrection.
22. Scott Strickland – said decisions on infrastructure impact future generations; Council needs to wait.
23. Sahara Valentine – stated water levels changed drastically; invest in building climate resiliency.
24. Selena Blick – said NW Natural should not hold the City hostage any longer, need to meet CRO goals.
25. Shae Harper – testified on behalf of Fossil Fuel Free Coalition for transition to renewable energy.
26. Kate – supported decarbonization of city; spoke to impacts of pollution and gas leaks from home use.
27. Dylan Plummer – said NW Natural acted in bad faith in negotiations, unwilling to regulate emissions.
28. Karen Austin – encouraged financial support to help low-income people move to renewable energy.
29. Barb Prentice – supported CDC guidelines and creation of shelter options, opposed moving camps.
30. Leah Jo Carnine – stated lack of secure housing is one the most negative forces in patients' lives.
31. Nicholas Tippins – said City can lead on climate; NW Natural represents corporate profit.
32. Nate Stokes – said all renewable energy options are needed for a carbon free future; keep the franchise.
33. Lonnie Douglas – said Eugene has the highest rate of homelessness in the country, take this seriously.
34. Madeline – advocated transition to renewable energy; equitably move the city into a new decade.
35. Joshua McClurry – said more information is needed before a decision on the NW Natural franchise.
36. David Piccioni – said trees should not be assigned a value; climbing trees is wonderful.
37. Brooklyn – demanded end to the expansion of gas; don't race to reopen schools in pandemic.
38. Larry Mozer – stated natural gas provides good jobs, wages, and is a clean, natural field.
39. Doyle Canning – said other cities are moving to renewable energy; NW Natural using delay tactics.
40. Nick Caleb – hydrogen is from fracked methane, used in disingenuous way to prolong use of methane.

Council Discussion

- Councilor Syrett – thanked all who provided public comment; wants to address that “ban natural gas” is confusing people and believes NW Natural is contributing to the confusion; clarified Council is not discussing a ban on current users of natural gas and it is not part of the Sustainability Commission's recommendations; transitioning to clean energy will mean jobs to maintain alternative infrastructure, and the community can work together to find a path to benefit all; stated it is not the role of Council to determine if a councilor is fit to serve, and there is no mechanism to do so, as each Councilor was elected by constituents of that ward.
- Councilor Yeh – thanked those that spoke about homeless services and stated Council has an upcoming meeting with Lane County Commissioners on the subject; stated many folks spoke about NW Natural Gas, and to make her position clear, she was supportive initially of the NW Natural agreement but dragging out the unsuccessful negotiations does not benefit anyone, and it is time to look for different ways to achieve climate recovery goals; stated Eugene can make real change, and that is what climate recovery efforts are about.
- Councilor Semple – thanked everyone that testified; stated she agrees with the comments made by Councilors Syrett and Yeh about climate action and that we need to stand up for the Climate Recovery Ordinance; stated the unhoused can't be asked to move without having a place to move to, and she is encouraged by new guidelines and the work to figure out compliance with these guidelines.
- Councilor Keating – thanked those who gave testimony; expressed appreciation to those calling for increased restrooms and receptacles for refuse; read a quote by President Biden regarding climate change and stated this dialogue is critically important.
- Councilor Groves – thanked those that provided testimony; stated he looks forward to engaging the entire community in the climate action discussion; thanked Councilor Syrett for her comment regarding Council action against councilors.
- Councilor Zelenka – thanked speakers for their testimony; stated we all have the same goal of meeting Climate Recovery Ordinance (CRO) goals, combatting climate change and reducing fossil fuel use; expressed disappointment that some people are demonizing others for not sharing the same opinion and this should stop because it is inappropriate, creates division and makes it harder to get things

done; stated he hopes people will keep that in mind as they testify and as we move forward in the climate action process.

- Councilor Clark – stated he agrees with the comments made by Councilor Zelenka regarding climate action; stated he values the process and the right of others to speak their opinions, but accusations have been made against him that aren't true; stated he is a Republican and conservative whose intention is to facilitate better understanding between people of different opinions, so that we can work towards a more just community.
- Councilor Evans – thanked those that testified, and stated Council listens and tries to respond in a way that is productive for the entire City; stated he is hopeful that an agreement with NW Natural can be reached, and wants to see something significant and valuable that NW Natural is prepared to negotiate to reduce the carbon footprint and ease the burden on low-income residents.
- Mayor Vinis – thanked everyone for their comments; stated the City is protecting our publicly-funded and owned right of way and the right to negotiate a fair fee and attach values about our climate recovery; thanked those speaking on behalf of people that are homeless, and recognized the City is dependent on community providers, volunteers and neighborhoods to find locations where people can sleep in their cars and tents; stated any homeowner can host car camping on their property as long as sanitation is provided, and encouraged community members to consider doing this to reduce the number of unhoused individuals on the streets; reminded all that city councilors are elected by constituents.

4. Continuation of WORK SESSION: Northwest Natural Gas Franchise Agreement

Council Discussion

- Councilor Clark – asked staff what is the legal nexus between energy efficiency and the City's right of way and asked if an economic impact analysis of not renewing the franchise agreement has been done; stated he wonders about the impact to the Riverfront development and the University of Oregon and new housing, and if the affordable housing situation will be exacerbated by not going through with the agreement; stated Council is not ready to make a decision like this, and it would be irresponsible to do so before it understands the potentially massive consequences it would put on our community.
- Councilor Zelenka – stated he does not believe there should be another extension, enough time has been given to reach an agreement; stated an adversarial relationship with NW Natural will result in resistance, lawsuits, further delays, and very little greenhouse gas emission reductions, whereas reaching an agreement with NW Natural will get us closer to our CRO goals faster than if no agreement is in place; stated he thinks the two parties are not that far apart and an agreement can be reached.
- Councilor Keating – asked a point of clarification regarding publicly referencing the proposal.
- Councilor Groves – stated he agrees with much of what Councilor Zelenka said; stated he would like more feedback to figure out where the community actually is on this issue, as Council has been hearing from the same people repeating their positions at Public Forum; stated he appreciated hearing from the labor folks testifying tonight which was a new voice not yet heard; asked if there is any polling data from the community; stated he doesn't believe Council and the City have a good sense on where the community as a whole stands on this issue.
- Councilor Keating – stated it is a matter of good faith and give and take when negotiating; stated he would like to see NW Natural partners give a little more to meet our goals; asked about the February 19th date and how realistic it is for an agreement to be reached by then; asked what happens when the agreement expires in May; expressed desire to hear more from the community; stated that in what should be a give and take, we are not seeing a lot of giving.
- Councilor Yeh – thanked her colleagues and stated she agrees with a lot of what they are saying; stated she is in favor of Plan A as it would be much easier and there is no guarantee with Plan B, but we seem to be at a point where we need to start looking into Plan B since Plan A does not seem to be doing well; stated that cost increases for customers are valid concerns and could be mitigated once those impacts are understood; suggested the Healthy Democracy model could be used to engage the community with climate issues; need to fully understand the impacts of Plan B before taking that route.

- Councilor Syrett – stated she agrees the City would do better with an agreement than without one, but at this time NW Natural is not showing a willingness to negotiate an agreement on terms this council would vote for; stated she does not wish for an adversarial relationship with NW Natural and it is not mandatory for them to have a franchise agreement with the City; stated it will not be the end of their business in this community if the agreement expires, and wishes she could be as hopeful as Councilor Zelenka but is not seeing evidence of that.
- Councilor Evans – stated the problem with the negotiated proposals at this point is the amount of control NW Natural has in this agreement; stated it is irresponsible to not have independent control over the agreement and the fee; stated the City needs to use the leverage that it has, and he would like to continue to work with partners to come to an agreement but there needs to be substantive progress towards our CRO goals.
- Councilor Clark – expressed desire for Eugene accomplish its climate goals in partnership; stated that establishing a hard line with NW Natural will not get us to those goals; expressed concern for rising gas prices; stated he wants to hear more public opinion, to slow down and learn what needs to be learned, as it is the best way to get an agreement and further action on our climate goals.
- Councilor Zelenka – stated that with the structure in the proposals, the City would get \$1.5 million to pursue energy efficiency projects; stated Renewable Natural Gas (RNG) is not the savior of the world, and we need to be looking at multiple ways to reduce greenhouse gas emissions; stated if we go with Plan B with a franchise fee, the City only receive \$600,000; disagrees with NW Natural's suggestion that administrative costs can be pulled out of this and that all should go towards decreasing greenhouse gas emissions; stated we have one of two RNG projects in Oregon coming online this year at the Metropolitan Wastewater Treatment Plant, one of the preeminent RNG plants in the northwest.
- Mayor Vinis - stated we all desire a partnership and it is frustrating that there isn't a fair negotiation happening that furthers the City's broader goals; stated we are most likely to see this agreement lapse because we aren't close enough to reaching an agreement; expressed appreciation for Councilor Yeh's thoughts on focused public outreach; stated we are not ending anything but not at a point of resolution.

The meeting adjourned at 10:13 p.m.

Respectfully submitted,

Beth Forrest
City Recorder

(Recorded by Julie Adams)

Link to the webcast of this City Council meeting [here](#).

MINUTES

Eugene City Council Virtual Work Session Eugene, Oregon 97401

February 22, 2021
5:30 p.m.

Councilors Present: Emily Semple, Matt Keating, Alan Zelenka, Jennifer Yeh, Mike Clark, Greg Evans, Claire Syrett and Randy Groves

Mayor Vinis opened the February 22, 2021, work session of the Eugene City Council.

1. **WORK SESSION: Emergency Management and Operations Update**

Emergency Manager Kevin Holman and Fire Chief Chris Heppel provided an overview of the functional aspects of the City's COVID-19 emergency response and Emergency Operations Center (EOC), including lessons learned.

Council Discussion:

- Councilor Groves – asked staff if the EOC was open 7 days a week, 24 hours per day during COVID-19; stated his concern is an event like Cascadia where staff are lost before the EOC can be operational, and suggested a way to help populate an EOC is to use retirees and keep them minimally trained to FEMA requirements to have as a standing group to use when needed.
- Councilor Keating – asked staff if there is a way to see how much of the federal funding has been used and how much remains; asked staff which agency is responsible for the public service commercials containing the COVID-costumed man; asked if public service announcements will pivot to vaccine distribution and ultimately recovery assistance messages.
- Councilor Semple – expressed gratitude and admiration for the EOC and its staff, and stated she was relieved in such a frightening time to have the EOC to keep the community safe and informed.
- Mayor Vinis – asked if there are any significant gaps or areas the City needs to pay attention to going forward, particularly given the possibility of a Cascadia event.

2. **WORK SESSION: Commercial Setback Requirements**

Assistant Planner Althea Sullivan provided information on initial feedback from focus groups on conceptual land use code changes that would require minimum building setbacks and landscaping for development on commercially zoned property.

Council Discussion:

- Councilor Zelenka – stated setback requirements are needed to improve livability, aesthetics, walkability and safety; stated the focus group contained professionals with a bias toward less regulation which was reflected in half the feedback, and the other half of the feedback came from the public expressing dislike of many of the developments; stated the real question is where and under what circumstances should exceptions be granted; stated he did not read many solutions in the feedback; asked staff why the conditions listed merit exception and whether the work will be completed within six months.
- Councilor Clark – asked staff to give more detail about the feedback received from the design community about the changes; stated it would be desirable for intersections of public and private spaces to be more welcoming and there are some cases, especially along transportation

corridors, where this is not the case; expressed concern for precluding places that are ripe for redevelopment.

- Councilor Keating – asked staff if restaurants providing outdoor seating as they have done during the pandemic will be affected; asked what category a hybrid model of ground floor retail with housing above would be and if it makes sense to treat residential and commercial the same for this scenario.
- Councilor Groves – stated he appreciates the aesthetics of the setback requirements; stated that concern has been expressed regarding ADA compliance with these design changes and would like Council to see renderings of what ADA compliance could look like; cautioned that if design features create costs Council will need to be aware of this so as not to stifle efforts to create middle and affordable housing.
- Councilor Syrett – asked a clarifying question regarding terminology; stated there seems to be a theme from the feedback of off-loading the problem to the City without changing the current code; stated she understands that lost square footage due to setback requirements can mean lost revenue; stated much more thinking on these proposals is needed, and suggested a possible modification from the full face of the building being set back to a partial face setback.
- Councilor Yeh – stated these proposals will need more work to focus in on what Council wants to accomplish and how to do it; stated she echoes Councilor Groves' thoughts about ADA compliance.
- Councilor Semple – expressed appreciation of the agenda materials prepared by staff and the feedback of the focus group; stated she hesitates to dictate what requirements should be everywhere, and these proposed changes feel too cookie-cutter or standardized to be applied across the entire city; asked staff what goes under the 3-foot raised first floor.
- Councilor Clark – raised the question of how potential redevelopment goals along 6th and 7th Avenue would be met under these proposed code changes; stated he did not want to create new code that precludes existing buildings from building up additional floors of housing.
- Councilor Zelenka – stated that all buildings should not be treated the same, and more tools and options are needed to make the city look better and have increased mobility and safety; asked staff the difference between C-2 and C-3 zoning.
- Mayor Vinis – stated there is a need for the design of a building and the design of the streetscape to be in alignment.

The meeting adjourned at 6:57 p.m.

Respectfully submitted,

Beth Forrest
City Recorder

(Recorded by Jessica Gebb)

Link to the webcast of this City Council meeting [here](#).

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Approval of Tentative Working Agenda

Meeting Date: May 10, 2021
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 2B
Staff Contact: Beth Forrest
Contact Telephone Number: 541-682-5882

ISSUE STATEMENT

This is a routine item to approve the City Council Tentative Working Agenda.

BACKGROUND

On July 31, 2000, the City Council held a process session and discussed the Operating Agreements. Section 2 notes, in part, that "The City Manager shall recommend monthly to the council which items should be placed on the council agenda. This recommendation shall be placed on the consent calendar at the regular City Council meetings (regular meetings are those meetings held on the second and fourth Monday of each month in the Council Chamber). If the recommendation contained in the consent calendar is approved, the items shall be brought before the council on a future agenda. If there are concerns about an item, the item may be pulled from the consent calendar at the request of any councilor or the Mayor. A vote shall occur to determine if the item should be included as future council business." Scheduling of this item is in accordance with the Council Operating Agreements.

COUNCIL OPTIONS

The council may choose to approve, amend or not approve the tentative agenda.

SUGGESTED MOTION

Move to approve the items on the Tentative Working Agenda.

ATTACHMENTS

A. Tentative Working Agenda

FOR MORE INFORMATION

Staff Contact: Beth Forrest
Telephone: 541-682-5882
Staff E-Mail: bforrest@eugene-or.gov



City Council Tentative Agenda

Updated May 6, 2021

**** SPECIAL NOTICE ****

Due to Governor Kate Brown's Stay Home, Save Lives Executive Order to combat the spread of Covid-19, all City Council meetings will be held remotely, using virtual meeting technology. Information about how to access these meetings will be available at <https://www.eugene-or.gov/3360/Webcasts-and-Meeting-Materials>.

May 2021					
Date	Day	Time	Title	Length	Dept. Contact
10-May	Monday	5:30 pm	 CSI Community Engagement Update (Work Session)	90 mins	Laura Hammond, CS
		7:30 pm	 Committee Reports and Items of Interest		James McClendon, PW
			 FY22 MWMC Budget Ratification (Consent Calendar 1)		
			 Public Forum		
			 Resolution Annexing Land to City of Eugene (Horn Lane) (Consent Calendar 2)		Althea Sullivan, PDD
			 Resolution Annexing Land to City of Eugene (Audel Avenue) (Consent Calendar 2)		Althea Sullivan, PDD
			 Resolution Annexing Land to City of Eugene (Knoop Lane) (Consent Calendar 2)		Althea Sullivan, PDD
			 Resolution Annexing Land to City of Eugene (Coburg Road) (Consent Calendar 2)		Rodney Bohner, PDD
Expected absences for 5/10: none					
12-May	Wednesday	12 pm	 River Road/Santa Clara Neighborhood Plan Update (Work Session)	45 mins	Chelsea Hartman, PDD
			 Ordinance Finalizing Compliance with ORS on ADUs (Work Session)	45 mins	Jeff Gepper, PDD
Expected absences for 5/12: none					



Work Session



Action



Public Hearing



Public Forum



Consent Calendar



Committee Reports/Items of Interest

CC Agenda Items



CC Agenda Items



Pledge of Allegiance

12-May	Wednesday	5:30 pm	Budget Committee Meeting Budget Deliberations & Public Comment		Vicki Silvers, CS
Expected absences for 5/12: none					
17-May	Monday	5:30 pm	 Ad Hoc Committee on Police Policy Update (Work Session)	90 mins	Kazim Zaidi, CS
		7:30 pm	 Ordinance Amending MUPTE Post-Construction Requirements (Public Hearing)  Ordinance to Exempt R2R from Burn Ban (Public Hearing)  Ord. on 1400 Cross Street Metro Plan/Refinement Plan Amendments & Zone Change (Public Hearing)  Ordinance Finalizing Compliance with ORS 197.312(5) for ADUs (Public Hearing)		Amanda D’Souza, PDD Paul Gordon, PW Rodney Bohner, PDD Jeff Gepper, PDD
Expected absences for 5/17: none					
19-May	Wednesday	12 pm	 Unhoused Response Update (Work Session)	45 mins	Kristie Hammitt, CMO Matt Rodrigues, PDD
			 URA - Steam Plant Deal Points (Work Session)	45 mins	Amanda D’Souza, PDD
Expected absences for 5/19: Councilor Syrett					
19-May	Wednesday	5:30 pm	Budget Committee Meeting Budget Deliberations & Public Comment		Vicki Silvers, CS
Expected absences for 5/19: none					
24-May	Monday	5:30 p.m.	 Middle Housing (Work Session)  Wildfire Preparedness (Work Session)	45 mins 45 mins	Terri Harding, PDD Chief Heppel, Fire
		7:30 pm	 Pledge of Allegiance to the Flag  Committee Reports and Items of Interest  Approval of Affordable Housing Trust Funds for Housing Affordable to Low and Moderate Income Persons (Consent Calendar 1)  Public Forum  Ordinance Amending MUPTE Post Construction Requirements (Action)		Ellen Meyi-Galloway, PDD Amanda D’Souza, PDD

			⚡ Ordinance to Exempt R2R from Burn Ban (Action)		Paul Gordon, PW
			⚡ Ordinance Finalizing Compliance with ORS 197.312(5) for ADUs (Action)		Jeff Gepper, PW
<i>Expected absences for 5/24: none</i>					
26-May	Wednesday	12 pm	📄 MovingAhead: Joint WS with LTD (Work Session)	90 mins	Rob Inerfeld, PW
<i>Expected absences for 5/26: none</i>					
26-May	Wednesday	5:30 pm	Budget Committee Meeting Public Hearing and Recommendation		Vicki Silvers, CS
<i>Expected absences for 5/26: none</i> <i>NOTE: Budget Committee Meeting Added</i>					

June 2021						
Date	Day	Time	Title		Length	Dept. Contact
9-June	Wednesday	12 pm	 Vision, Values, Goals and Process (Work Session and Action)	45 mins	Sarah Medary, CMO Amanda D’Souza, PDD	
			 1059 Willamette (Work Session)	45 mins		
Expected absences for 6/9: none						
14-Jun	Monday	5:30 pm	 TBD (Work Session)	45 mins		
			 TBD (Work Session)	45 mins		
		7:30 pm	 Pledge of Allegiance to the Flag		Jessica Gebb, CS	
			 Committee Reports and Items of Interest			
			 Public Forum			
			 Chapter 5 Code Amendments (Public Hearing)			
			 Appointments to Boards, Commissions and Committees (Action)			
Expected absences for 6/14: none						
16-Jun	Wednesday	12 pm	 Census and Ward Population Update (Work Session)	45 mins	Jason Dedrick, CS	
			 TBD (Work Session)	45 mins		
Expected absences for 6/16: none						

21-Jun	Monday	5:30 pm	<i>Schedule only as needed</i>			
		7:30 pm	 Land Use Application VRI 20-1 for Right-of-Way Vacation (Neighborly Ventures Inc.) (Public Hearing)		Jeff Gepper, PDD	
Expected absences for 6/21: none						
23-Jun	Wednesday	12 pm	 Reparations – Part 1 (Work Session)	45 mins	Jason Dedrick, CS	
			 TBD (Work Session)	45 mins		
Expected absences for 6/23: none						
28-Jun	Monday	5:30 p.m.	 Police Commission Annual Report (Work Session)	45 mins	Jeremy Cleversey, EPD	
			 TBD (Work Session)	45 mins		
		7:30 pm	 Committee Reports and Items of Interest  Public Forum  FY21 Supplemental Budget (Public Hearing & Action)  FY22 Budget Adoption (Public Hearing & Action)  FY21 URA - Supplemental Budget (Public Hearing & Action)  URA- FY22 URA Budget Adoption (Public Hearing & Action)  Land Use Application VRI 20-1 for Right-of-Way Vacation (Neighborly Ventures Inc.) (Action)		Elizabeth Butterfield, CS Vicki Silvers, CS Elizabeth Butterfield, CS Vicki Silvers, CS Jeff Gepper, PDD	
Expected absences for 6/28: none						
30-Jun	Wednesday	12 pm	 Naming Policy (Work Session)	45 mins	Jason Dedrick, CS	
			 TBD (Work Session)	45 mins		
Expected absences for 6/30: none						

July 2021					
Date	Day	Time	Title	Length	Dept. Contact
12-Jul	Monday	5:30 pm	 Affordable Housing Trust Fund Review & FY22 Funding Allocation (Work Session)	45 mins	Ellen Meyi-Galloway, PDD
			 TBD (Work Session)	45 mins	
		7:30 pm	 Pledge of Allegiance to the Flag  Committee Reports and Items of Interest  Public Forum  Ord. on 1400 Cross Street Metro Plan/Refinement Plan Amendments & Zone Change (Action)		Rodney Bohner, PDD
Expected absences for 7/12: none					
14-Jul	Wednesday	12 pm	 Joint Meeting with Lane County Commissioners on Homeless Services (Work Session)	90 mins	Sarai Johnson, CS
Expected absences for 7/14: none					
19-Jul	Monday	5:30 pm	Schedule only as needed		
		7:30 pm	 Ordinance on Commercial Setbacks (Public Hearing)		Althea Sullivan, PDD
Expected absences for 7/19: none					
21-Jul	Wednesday	12 pm	 TBD (Work Session)	45 mins	
			 TBD (Work Session)	45 mins	
Expected absences for 7/21: none					
26-Jul	Monday	5:30 p.m.	 TBD (Work Session)	45 mins	
			 TBD (Work Session)	45 mins	
		7:30 pm	 Committee Reports and Items of Interest  Public Forum  Ordinance on Commercial Setbacks (Action)		Althea Sullivan, PDD
Expected absences for 7/26: none					

28-Jul	Wednesday	12 pm	 TBD (Work Session)	45 mins	
			 TBD (Work Session)	45 mins	
Expected absences for 7/28: none					

Council Break: July 29 – September 8

 Work Session	 Action	 Public Hearing	 Public Forum	 Consent Calendar
 Committee Reports/Items of Interest	 Ceremonial Matters	 Pledge of Allegiance		

Approved Work Session Polls to be Scheduled	Councilor	Date Approved
"Housing Status" as a Protected Class – <i>follow-up TBD</i>	Sample	03/12/20
Wildfire Preparedness – <i>scheduled May 24</i>	Groves	02/11/21
Response to Hate Crimes	Clark	03/18/21
Eugene Airport and LCC Aviation Academy – <i>to be rescheduled</i>	Evans	03/18/21
Reparations (two-part work session) – <i>Part 1 scheduled June 23</i>	Evans	03/18/21
Waste Management at Large Events	Sample	04/08/21
Follow-Up Work Sessions to be Scheduled		
TAC Implementation – <i>ongoing; scheduled July 14</i>		
Naming Policy – <i>scheduled June 30</i>		

UPCOMING PUBLIC HEARINGS			
Date of Public Hearing	Title	Description	Staff Contact
May 17	Ordinance Amending MUPTE Post-Construction Requirements	Code change to fix a discrepancy in the Multi-Unit Property Tax Exemption (MUPTE) program's public benefit requirements related to green building. Currently, the code has two deadlines for submission of the commissioning report - "prior to issuance of certificate of occupancy" & "within 18 months of occupancy". Commissioning reports are generally submitted AFTER the building has been occupied, since it shows how the building is performing. This change would remove that "prior to issuance of certificate of occupancy" because approved projects could jeopardize their MUPTE if they don't submit the commissioning report prior to occupancy, which is an unrealistic requirement.	Amanda D'Souza 541-682-5540
May 17	Ordinance Finalizing Compliance with ORS 197.312(5) for ADUs	Response to a remand from LUBA for Accessory Dwelling Unit code requirements. Due to the nature of the changes required from LUBA, another Public Hearing to consider the matter is required. Ordinance will include a redline of code provisions that cannot be implemented due to not meeting state ORS.	Jeff Gepper 541-682-5282

May 17	Ordinance to Exempt R2R from Burn Ban	Eugene Parks and Open Space is seeking a five-year exemption to City's burn ban ordinance on behalf of the Rivers to Ridges Partnership. The City of Eugene, BLM and The Nature Conservancy conduct prescribed burning within city or UGB limits to manage habitat and promote native fire-adapted species. Prescribed fire is also used to reduce fuel loads.	Paul Gordon 541-510-8420 More information: www.eugene-or.gov/prescribedfire
May 17	Ordinance Amending Metro Plan and Whiteaker Refinement Plan to Redesignate Property from Light-Medium Industrial to Mixed-Use and Rezone from I-2 Light-Medium Industrial to S-W Whiteaker Special Area with /SR Site Review Overlay	This ordinance is a privately initiated, site-specific Metro Plan Diagram amendment, refinement plan diagram amendment, and concurrent zone change applications to redesignate the 4.62-acre subject property located at 1400 Cross Street from Light Medium Industrial to Mixed Use and to change the zoning from I-2 Light-Medium Industrial to S-W Whiteaker Special Area. Changing the zoning to S-W/SR allows for industrial, institutional, commercial, and residential uses. No single use is mandated or required. No development is proposed at this time, but future development will be subject to Site Review provisions.	Rodney Bohner 541-682-5437
June 21	Land Use Application VRI 20-1 for Right-of-Way Vacation (Neighborhood Ventures Inc.)	Land Use Application VRI 20-1 for Neighborhood Ventures Inc. is a request for the vacation of unimproved right-of-way at Slocum Drive and Songbird Avenue and associated Public Utility Easements. Typically, this is a Planning Director level decision, but due to the way the ROWs were platted, it requires City Council approval. This vacation is requested in order to allow for the development of several large multi-family projects that have already gone through their own Land Use processes.	Jeff Gepper 541-682-5282
June 28	FY21 Supplemental Budget	The final supplemental budget of FY21 recognizes new revenues and authorizes changes in legal levels of appropriations for the current fiscal year. Public hearing is required by Oregon Local Budget Law.	Elizabeth Butterfield 541-682-5512
June 28	URA Supplemental Budget	The final supplemental budget of FY21 recognizes new revenues and authorizes changes in legal levels of appropriations for the current fiscal year. Public hearing is required by Oregon Local Budget Law.	Elizabeth Butterfield 541-682-5512
June 28	FY22 Budget	Council action to adopt the FY22 Budget as recommended by the Budget Committee. Public hearing is required by Oregon Local Budget Law.	Vicki Silvers 541-682-5082
June 28	URA FY22 Budget	Council action to adopt the FY22 Budget as recommended by the Budget Committee. Public hearing is required by Oregon Local Budget Law.	Vicki Silvers 541-682-5082

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Ratification of FY22 Metropolitan Wastewater Management Commission (MWMC) Regional Wastewater Program Budget and Capital Improvements Program

Meeting Date: May 10, 2021
Department: Public Works
www.eugene-or.gov

Agenda Item Number: 2C
Staff Contact: James McClendon
Contact Telephone Number: 541-682-8608

ISSUE STATEMENT

This agenda item is specific to the ratification of the Fiscal Year 2022 (FY22) budget for the regional wastewater program, serving the Eugene-Springfield metro area, as established under the 1977 Intergovernmental Agreement between the City of Eugene, City of Springfield, and Lane County. The regional wastewater program is managed by the Metropolitan Wastewater Management Commission (MWMC) pursuant to the provisions of the IGA. The Regional Wastewater Program (RWP) budget and Capital Improvements Program (CIP) provides funds for all operations, maintenance, administration, and capital improvements of all MWMC owned regional facilities.

BACKGROUND

The purpose of the regional wastewater program is to protect public health and safety and the environment by providing high quality wastewater management services to the metropolitan region. The MWMC and its regional partners are committed to providing these services in a manner that will achieve, sustain and promote balance between community, environmental, and economic needs while also meeting customer service expectations.

The MWMC and wastewater program staff worked together to identify the following key outcomes:

1. *High environmental standards.*
2. *Fiscal management that is effective and efficient.*
3. *A successful intergovernmental partnership.*
4. *Maximum reliability and useful life of regional assets and infrastructure.*
5. *Public awareness and understanding of MWMC, the regional wastewater system, and MWMC's objectives of maintaining water quality and a sustainable environment.*

These key outcomes and goals are in alignment with the City of Eugene council goals.

May 10, 2021, Work Session – Item 2C

Every year, MWMC develops a budget that covers resource needs of the operations, maintenance and capital improvement activities for the regional wastewater program. These services are provided by Eugene and Springfield in accordance with the intergovernmental agreement. The regional budget combines the portions of the City of Eugene and City of Springfield budgets that are dedicated to the regional wastewater program. On April 9, 2021, the Commission conducted a public hearing on the proposed draft budget for FY22 and subsequently adopted the budget. The MWMC's adopted budget is attached for Council consideration (see Attachment A). The budget reflects the continuing focus on design and construction of capital improvements in the approved 2004 MWMC Facilities Plan that are needed to ensure that the operation of the Regional Wastewater Facilities meets increasing environmental regulations, and that the collection and treatment capacity will be available to provide for growth in the service region. The adopted budget includes the financial resources necessary to support the regional program. The personnel, operations and maintenance, and capital outlay budget increases by 4.5% from the FY21 budget.

On April 9, the MWMC reviewed and discussed the proposed schedule of regional wastewater program user rates and the preliminary RWP budget and CIP, with consideration of an anticipated decline of revenue due to the COVID19 pandemic. The MWMC subsequently approved a 3.5% rate increase in regional wastewater user rates for FY22. No rate increase was required for full cost recovery of septage and other hauled waste for FY22. The MWMC also approved the RWP budget and CIP and directed staff to refer them to the governing bodies for ratification in accordance with the intergovernmental agreement.

PREVIOUS COUNCIL DIRECTION

MWMC Budget Ratification is requested annually. Council ratified the current FY21 MWMC Budget on [May 11, 2020](#).

COUNCIL OPTIONS

1. Approve motion to ratify the FY22 MWMC Budget.
2. Return the FY22 Regional Wastewater Program Budget and Capital Improvements Program to MWMC with specific requests for modification and reconsideration.

CITY MANAGER'S RECOMMENDATION

The City Manager recommends ratification of the proposed FY22 MWMC Budget and Capital Improvements Program.

SUGGESTED MOTION

Move to ratify the FY22 MWMC Budget.

ATTACHMENTS

- A. MWMC Transmittal letter and FY22 Proposed Regional Wastewater Program Budget and Capital Improvements Program

FOR MORE INFORMATION

Staff Contact: James McClendon, Department Services Manager (AIC), Wastewater Division
Telephone: 541-682-8608
Staff E-Mail: JMcClendon@eugene-or.gov

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Metropolitan Wastewater MANAGEMENT COMMISSION

*partners in wastewater management***MWMC Commission**

April 9, 2021

Jennifer Yeh
Eugene City Councilor
MWMC President

Joe Pishioneri
Springfield City Councilor
MWMC Vice President

Pat Farr
Lane County Commissioner

Bill Inge
Lane County Citizen

Doug Keeler
Springfield Citizen

Walt Meyer
Eugene Citizen

Peter Ruffier
Eugene Citizen

Ms. Sarah Medary, City Manager
City of Eugene
125 E. 8th Avenue
Eugene, Oregon 97401

Subject: Metropolitan Wastewater Management Commission (MWMC) 2021-22
Regional Wastewater Program (RWP) Budget and Capital Improvements
Program (CIP)

Dear Ms. Medary:

On April 9, 2021 the MWMC held a public hearing on the fiscal year (FY) 2021-22 Regional Wastewater Program (RWP) Budget and Capital Improvement Program (CIP). At this meeting, the FY 2021-22 Budget and CIP were approved. The RWP Budget funds operating and capital project requirements, and maintains targeted contributions to reserves.

Consistent with the Intergovernmental Agreement, the RWP Budget and CIP need to be ratified by the governing bodies of Eugene, Springfield, and Lane County prior to final adoption by MWMC. Please forward the enclosed budget and CIP document to the Eugene City Council for their consideration on May 10, 2021. If I can be of any additional assistance, please contact me at 541-726-3694.

Thank you for your consideration and assistance in this matter.

Sincerely,

Matt Stouder
MWMC Executive Officer

Administration

Matt Stouder
MWMC Executive Officer
City of Springfield
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Springfield, Oregon 97477
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Operations

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Preliminary Regional Wastewater Program Budget and Capital Improvements Program



Metropolitan Wastewater
MANAGEMENT COMMISSION



partners in wastewater management

Fiscal Year 2021-2022

Preliminary

**REGIONAL WASTEWATER PROGRAM BUDGET
and
CAPITAL IMPROVEMENTS PROGRAM
Fiscal Year 2021-22**

The Metropolitan Wastewater Management Commission is scheduled to adopt the Operating Budget and Capital Improvements Program (CIP) for FY 21-22 on April 9, 2021. The Budget and CIP are scheduled to be ratified by the Springfield City Council on May 3, 2021, the Eugene City Council on May 10, 2021, and the Lane County Board of Commissioners on May 11, 2021. The Commission is scheduled to give final ratification of the Budget and CIP on June 11, 2021.

COMMISSION MEMBERS:

Jennifer Yeh, President (Eugene)
Joe Pishioneri, Vice President (Springfield)
Pat Farr (Lane County)
Bill Inge (Lane County)
Doug Keeler (Springfield)
Walt Meyer (Eugene)
Peter Ruffier (Eugene)

STAFF:

Matthew Stouder, MWMC Executive Officer/General Manager
Dave Breitenstein, Wastewater Director
Nathan Bell, MWMC Finance Officer



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METROPOLITAN WASTEWATER MANAGEMENT COMMISSION
FY 2021-22 BUDGET AND CAPITAL IMPROVEMENTS PROGRAM
for the
REGIONAL WASTEWATER PROGRAM
TABLE OF CONTENTS

PROGRAM OVERVIEW

Budget Message.....	1
Acronyms and Explanations.....	3
Regional Wastewater Program Overview	5
Exhibit 1: Interagency Coordination Structure	11

BUDGET SUMMARY

Regional Wastewater Program Budget and Program Summary	12
Exhibit 2: Regional Operating Budget Summary	12
Exhibit 3: Line Item Summary by Program Area	14
Exhibit 4: Budget Summary and Comparison.....	15

RESERVE FUNDS

Regional Wastewater Program Reserve Funds	19
Exhibit 5: Operating Reserves Line Item Budget	20

OPERATING PROGRAMS

Regional Wastewater Program Staffing	23
Exhibit 6: Regional Wastewater Program Organizational Chart	23
Exhibit 7: Regional Wastewater Program Position Summary	24
Springfield Program and Budget Detail	26
Exhibit 8: Springfield Administration Program Budget Summary	29
Exhibit 9: Springfield Administration Line Item Summary	30
Eugene Program and Budget Detail	31
Exhibit 10: Eugene Operations & Maintenance Program Budget Summary	36
Exhibit 11: Eugene Operations & Maintenance Line Item Summary	37

CAPITAL PROGRAM

Regional Wastewater Capital Improvements Program	38
Exhibit 12: Capital Program Budget Summary.....	41
Exhibit 13: Capital Program 5-Year Plan	47

CAPITAL PROJECT DETAIL

Capital Program Project Detail Sheets	48
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PROGRAM OVERVIEW

BUDGET MESSAGE

Members of the Metropolitan Wastewater Management Commission (MWMC) MWMCs' Customers and Partnering Agencies

We are pleased to present the Metropolitan Wastewater Management Commission's budget for fiscal year 2021-22. This budget funds operations, administration, and capital projects planned for the Regional Wastewater Program.

MWMC Background

The Metropolitan Wastewater Management Commission (MWMC) was formed by Eugene, Springfield, and Lane County through an intergovernmental agreement (IGA) in 1977 to provide wastewater collection and treatment services for the Eugene-Springfield metropolitan area. The seven-member Commission, appointed by the City Councils of Eugene and Springfield and the Lane County Board of Commissioners, is responsible for oversight of the Regional Wastewater Program. Since 1983, the Commission has contracted with the cities of Springfield and Eugene to provide all staffing and services necessary to maintain and support the Regional Wastewater Program.

The MWMC has been providing high-quality wastewater services to the metropolitan area for 44 years. The service area for the MWMC consists of approximately 250,000 residents, including 79,700 residential and commercial accounts. The MWMC is committed to clean water, the community's health, the local environment, and to providing high quality services in a manner that will achieve, sustain, and promote balance between community, environmental, and economic needs.

Budget Development Process

The MWMC's budget development schedule begins in January, with a budget kick-off to review key outcomes the Commission strives to achieve, along with performance indicators identified to measure results of annual workplans over time. February includes a presentation of the draft Capital Improvement Program (CIP) budget and five-year capital plan, and in March the operating budget programs and user fee rate scenarios are presented for discussion and direction.

In April, the Commission holds public hearings on the Preliminary Regional Wastewater Program (RWP) Budget and CIP, and regional wastewater user rates. In May, the RWP budget is provided to the three governing bodies of Springfield, Eugene and Lane County for their review, input and ratification. The RWP Budget and CIP returns to the MWMC in June for final approval, with budget implementation occurring July 1.

Fiscal Year 2021-22 Budget

The Administration and Capital Improvements Program (CIP) components of the MWMC's budget are reflected in the City of Springfield's RWP budget. Operations, maintenance, equipment replacement, major rehabilitation, and major capital outlay components are reflected in the City of Eugene's RWP budget. Both cities' Industrial Pretreatment Programs are managed

locally in compliance with the MWMC Model Ordinance, and are also included in the RWP budget.

Capital Budget - The capital program reflects a continued focus on design and construction of capital improvements planned to ensure that operation of the Regional Wastewater Facilities meets environmental regulations, and that adequate capacity will be provided to meet the needs of a growing service area. The Capital Budget for FY 21-22 is \$21.7 million, and the five-year Capital Plan is currently projected at \$76.6 million.

Operating Budget - The FY 21-22 RWP Operating Budget for personnel services, materials and services and capital outlay expenses is \$20.6 million, reflecting a 4.5% increase when compared to the prior year adopted budget (as well as compared to the prior year amended budget). The FY 21-22 budget includes Debt Service payments that total \$4.1 million as scheduled repayment of the \$32.7 million for revenue bonds issued in May 2016, and \$104,250 in Clean Water SRF loans to fund the Facilities Plan capital improvements.

Revenues - The RWP is 100% funded by user fees, from customers and industries receiving regional wastewater services. FY 21-22 user fee revenues (including septage service) are projected at \$36.0 million. This level of revenue is based on a recommended 3.5% increase on regional monthly wastewater user fees, and septage and hauled waste user fees, to meet revenue objectives for planned capital improvements.

Balanced Budget - The RWP achieves and maintains a structurally balanced budget with resources equal or greater than expenditures to set aside a portion of fund balance in reserves.

In summary, the FY 21-22 budget implements the Commission's adopted 2019 Financial Plan policies, funding operations and administration sufficiently to maintain service levels and to meet the environmental performance necessary for compliance with the National Pollutant Discharge Elimination System (NPDES) permit issued jointly to the MWMC and the two cities.

Regulatory Permit Status

Since 2006, the MWMC's NPDES permit has been administratively extended by the Department of Environmental Quality (DEQ) pending ongoing litigation and future regulatory standards that are anticipated to include more stringent requirements. During this period of regulatory uncertainty the MWMC continues to reduce debt obligations, while planning financially to be positioned for future permit renewal. Currently, the target date set by the DEQ for permit issuance is by the end of calendar year 2021.

Respectfully submitted,



Matt Stouder
MWMC Executive Officer

ACRONYMS AND EXPLANATIONS

AMCP – Asset Management Capital Program. The AMCP implements the projects and activities necessary to maintain functionality, lifespan, and effectiveness of the MWMC facility assets on an ongoing basis. The AMCP is administered by the City of Eugene for the MWMC.

BMF – Biosolids Management Facility. The Biosolids Management Facility is an important part of processing wastewater where biosolids generated from the treatment of wastewater are turned into nutrient rich, beneficial organic materials.

CIP – Capital Improvements Program. This program implements projects outlined in the 2004 Facilities Plan and includes projects that improve performance, or expand treatment or hydraulic capacity of existing facilities.

CMOM – Capacity Management and Maintenance Program. The CMOM program addresses wet weather issues such as inflow and infiltration with the goal to eliminate sanitary sewer overflows to the extent possible and safeguard the hydraulic capacity of the regional wastewater treatment facility.

CWSRF – Clean Water State Revolving Fund. The Clean Water State Revolving Fund loan program is a federal program administered by the Oregon DEQ that provides low-cost loans for the planning, design and construction of various water pollution control activities. (DEQ)

EMS – Environmental Management System. An EMS is a framework to determine the environmental impacts of an organization's business practices and develop strategies to address those impacts.

ESD – Environmental Services Division. The ESD is a division of the City of Springfield's Development and Public Works Department that promotes and protects the community's health, safety, and welfare by providing professional leadership in the protection of the local environment, responsive customer service, and effective administration for the Regional Wastewater Program.

IGA – Intergovernmental Agreement. Pursuant to ORS 190.010, ORS 190.080, and ORS 190.085, the IGA is an agreement between the cities of Eugene and Springfield and Lane County that created the MWMC as an entity with the authority to provide resources and support as defined in the IGA for the Regional Wastewater Program.

MWMC – Metropolitan Wastewater Management Commission. The MWMC is the Commission responsible for the oversight of the Regional Wastewater Program. In this role, the MWMC protects the health and safety of our local environment by providing high-quality management of wastewater conveyance and treatment to the Eugene-Springfield community. The Commission is responsible for the oversight of the Regional Wastewater Program.

NPDES – National Pollutant Discharge Elimination System permit. The NPDES permit program is administered by the Oregon Department of Environmental Quality (DEQ) in fulfillment of federal Clean Water Act requirements. The NPDES permit includes planning and technology requirements as well as numeric limits on effluent water quality.

RWP – Regional Wastewater Program. Under the oversight of the MWMC, the purpose of the RWP is to protect public health and safety and the environment by providing high quality wastewater management services to the Eugene-Springfield metropolitan area. The MWMC and the regional partners are committed to providing these services in a manner that will achieve, sustain, and promote balance between community, environmental, and economic needs while meeting customer service expectations.

SDC – System Development Charge. SDCs are charges imposed on development so that government may recover the capital needed to provide sufficient capacity in infrastructure systems to accommodate the development.

SRF – Clean Water State Revolving Fund. The Clean Water State Revolving Fund loan program is a federal program administered by the Oregon DEQ that provides low-cost loans for the planning, design and construction of various water pollution control activities. (DEQ)

SSO – Sanitary Sewer Overflows. Discharges of raw sewage.

TMDL – Total Maximum Daily Load. The federal Clean Water Act defines *Total Maximum Daily Load* as the maximum amount of any pollutant that can be safely assimilated by a waterway in one day without significant degradation of water quality.

TSS – Total Suspended Solids. Organic and inorganic materials that are suspended in water.

WPCF – Regional Water Pollution Control Facility. The WPCF is a state-of-the-art facility providing treatment of the wastewater coming from the Eugene/Springfield metropolitan area. The WPCF is located on River Avenue in Eugene. The treatment plant and 49 pump stations distributed across Eugene and Springfield operate 24 hours a day, 7 days a week, 365 days a year to collect and treat wastewater from homes, businesses and industries before returning the cleaned water, or effluent, to the Willamette River. Through advanced technology and processes, the facility cleans, on average, up to 30 million gallons of wastewater every day.

WWFMP – Wet Weather Flow Management Plan. This plan evaluated and determined the most cost-effective combination of collection system and treatment facility upgrades needed to manage excessive wet weather wastewater flows in the Eugene/Springfield metropolitan area.

REGIONAL WASTEWATER PROGRAM OVERVIEW

The Metropolitan Wastewater Management Commission

The Metropolitan Wastewater Management Commission (MWMC) was formed by Eugene, Springfield, and Lane County through an intergovernmental agreement (IGA) in 1977 to provide wastewater collection and treatment services for the Eugene-Springfield metropolitan area. The seven-member Commission is composed of members appointed by the City Councils of Eugene (3 representatives), Springfield (2 representatives) and the Lane County Board of Commissioners (2 representatives). Since its inception, the Commission, in accordance with the IGA, has been responsible for oversight of the Regional Wastewater Program (RWP) including: construction, maintenance, and operation of the regional sewerage facilities; adoption of financing plans; adoption of budgets, user fees and connection fees; adoption of minimum standards for industrial pretreatment and local sewage collection systems; and recommendations for the expansion of regional facilities to meet future community growth. Staffing and services have been provided in various ways over the 44 years of MWMC's existence. Since 1983, the Commission has contracted with the Cities of Springfield and Eugene for all staffing and services necessary to maintain and support the RWP. Lane County's partnership has involved participation on the Commission and support for customers that are served by the MWMC in the Santa Clara unincorporated area.

Regional Wastewater Program Purpose and Key Outcomes

The purpose of the RWP is to protect public health and safety and the environment by providing high quality wastewater management services to the Eugene-Springfield metropolitan area. The MWMC and the regional partners are committed to providing these services in a manner that will achieve, sustain, and promote balance between community, environmental, and economic needs while meeting customer service expectations. Since the mid-1990s, the Commission and RWP staff have worked together to identify key outcome areas within which to focus annual work plan and budget priorities. The FY 21-22 RWP work plans and budget reflect a focus on the following key outcomes or goals. In carrying out the daily activities of managing the regional wastewater system, we will strive to achieve and maintain:

1. *High environmental standards;*
2. *Fiscal management that is effective and efficient;*
3. *A successful intergovernmental partnership;*
4. *Maximum reliability and useful life of regional assets and infrastructure;*
5. *Public awareness and understanding of MWMC, the regional wastewater system, and MWMC's objectives of maintaining water quality and a sustainable environment.*

The Commission believes that these outcomes, if achieved in the long term, will demonstrate success of the RWP in carrying out its purpose. In order to help determine whether we are successful, indicators of performance and targets have been identified for each key outcome. Tracking performance relative to identified targets over time assists in managing the RWP to achieve desired results. The following indicators and performance targets provide an important framework for the development of the FY 21-22 RWP Operating Budget, Capital Improvements Program and associated work plans.

Outcome 1: *Achieve and maintain high environmental standards.*

Indicators:	Performance:		
	FY 19-20 Actual	FY 20-21 Estimated Actual	FY 21-22 Target
• Volume of wastewater treated to water quality standards	100%; 10.9 billion gallons	100%; 11 billion gallons	100%; 11 billion gallons
• Average removal efficiency of carbonaceous biochemical oxygen demand (CBOD) and total suspended solids (TSS) (permit limit 85%)	97%	97%	95%
• High quality biosolids (pollutant concentrations less than 50% of EPA exceptional quality criteria)	Arsenic 21% Cadmium 12% Copper 29% Lead 8% Mercury 5% Nickel 5% Selenium 12% Zinc 29%	Arsenic 25% Cadmium 15% Copper 30% Lead 10% Mercury 10% Nickel 10% Selenium 15% Zinc 30%	Arsenic <50% Cadmium <50% Copper <50% Lead <50% Mercury <50% Nickel <50% Selenium <50% Zinc <50%
• ISO14001 Environmental Management System Certification (no major nonconformance)	All objectives met	All objectives met	Meet all objectives

Outcome 2: *Achieve and maintain fiscal management that is effective and efficient.*

Indicators:	Performance:		
	FY 19-20 Actual	FY 20-21 Estimated Actual	FY 21-22 Target
• Annual budget and rates align with the MWMC Financial Plan	Policies met	Policies met	Policies met
• Annual audited financial statements	Clean audit	Clean audit	Clean audit
• Uninsured bond rating	AA	AA	AA
• Reserves funded at target levels	Yes	Yes	Yes

Outcome 3: *Achieve and maintain a successful intergovernmental partnership.*

Indicators:	Performance:		
	FY 19-20 Actual	FY 20-21 Estimated Actual	FY 21-22 Target
<ul style="list-style-type: none"> Industrial Pretreatment Programs are consistent with the MWMC pretreatment model ordinance 	Consistent across service area	Consistent across service area	Consistent across service area
<ul style="list-style-type: none"> MWMC capital projects consistent with CIP budget and schedule 	90% of initiated projects within budget and 100% (11 of 11 projects) on schedule	100% of initiated projects within budget and 100% (9 of 9 projects) on schedule	100% of initiated projects within budget and 75% on schedule
<ul style="list-style-type: none"> Interagency coordination regarding Capacity Management Operations and Maintenance (CMOM) Program 	CMOM Program update presented to the Commission	Quarterly meetings between Eugene and Springfield; Annual update to the Commission	Quarterly meetings between Eugene and Springfield; Annual update to the Commission
<ul style="list-style-type: none"> Community presentations regarding MWMC partnership, services and outcomes delivered jointly 	2 community presentations delivered by staff to groups in the service area	4 community presentations delivered by staff to groups in the service area	4 community presentations delivered by staff to groups in the service area

Outcome 4: *Maximize reliability and useful life of regional assets and infrastructure.*

Indicators:	Performance:		
	FY 19-20 Actual	FY 20-21 Estimated Actual	FY 21-22 Target
<ul style="list-style-type: none"> Preventive maintenance completed on time (best practices benchmark is 90%) 	92%	94%	90%
<ul style="list-style-type: none"> Preventive maintenance to corrective maintenance ratio (benchmark 4:1-6:1) 	5.6:1	5:1	5:1
<ul style="list-style-type: none"> Emergency maintenance required (best practices benchmark is less than 2% of labor hours) 	2%	1%	<2%
<ul style="list-style-type: none"> Asset management (AM) processes and practices review and development 	Asset management plan completed	Change to Bi-Annual update to AM plan	Bi-Annual update to AM plan
<ul style="list-style-type: none"> MWMC Resiliency Plan 	Presented final plan to the Commission	Plan implementation	Continue plan implementation

Outcome 5: *Achieve and maintain public awareness and understanding of MWMC, the regional wastewater system, and MWMC's objectives of maintaining water quality and a sustainable environment.*

Indicators:	Performance:		
	FY 19-20 Actual	FY 20-21 Estimated Actual	FY 21-22 Target
• Communications Plan	Updated in Spring 2020 based on survey results	Update in Spring 2021 based on survey results	Implement 2021 Communications Plan
• Promote MWMC social media channels	Grew Facebook followers to 375 - Did not meet goals to grow Twitter or Instagram	Growth of Facebook and Twitter followers are on track while Instagram continues to struggle	Implement strategies to grow Facebook followers to 700, Twitter to 250 and Instagram to 275
• Create and distribute MWMC e-newsletters	Distributed monthly and increased distribution to 222 subscribers	Distribute monthly and increase distribution to 300 subscribers	Distribute monthly and increase distribution to 375 subscribers
• Pollution prevention campaigns	2 campaigns, 3 sponsorships; reaching 40% of residents in the service area	2 campaigns, 4 sponsorships; reaching <40% of residents in the service area due to COVID-19	2 campaigns, 4 sponsorships; reaching 40% of residents in the service area
• Provide tours of the MWMC Facilities	Provided tours for 840 people. Tours canceled as of March 12 th due to COVID-19	Due to COVID-19, there have been no tours provided	Provide tours for greater than 1,150 people
• Clean Water University	Reached 25% of 5 th Graders in the service area	Reach 25% of 5 th Graders in the service area so long as online enrollment holds	Reach 25% of 5 th Graders in the service area
• Community survey (approx. every 4 years)	Survey completed in Fall 2019	Survey completed in Fall 2020	---

Roles and Responsibilities

In order to effectively oversee and manage the RWP, the partner agencies provide all staffing and services to the MWMC. The following sections describe the roles and responsibilities of each of the partner agencies, and how intergovernmental coordination occurs on behalf of the Commission.

City of Eugene

The City of Eugene supports the RWP through representation on the MWMC, provision of operation and maintenance services, and active participation on interagency project teams and committees. Three of the seven MWMC members represent Eugene – two citizens and one City Councilor. Pursuant to the Intergovernmental Agreement (IGA), the Eugene Wastewater Division operates and maintains the Regional Water Pollution Control Facility (WPCF), the Biosolids Management Facility (BMF) and associated residuals and reclaimed water activities, along with regional wastewater pumping stations and transmission sewers. In support of the RWP, the Division also provides technical services for wastewater treatment; management of equipment replacement and infrastructure rehabilitation; biosolids treatment and recycling; industrial source control (in conjunction with Springfield staff); and regional laboratory services for wastewater and water quality analyses. These services are provided under contract with the MWMC through the regional funding of 79.36 full-time equivalent (FTE) employees.

City of Springfield

The City of Springfield supports the RWP through representation on the MWMC, provision of MWMC administration services, and active coordination of and participation on interagency project teams and committees. Two MWMC members represent Springfield – one citizen and one City Councilor. Pursuant to the IGA, the Springfield Development and Public Works Department, provides staff to serve as the MWMC Executive Officer / General Manager, respectively. The Environmental Services Division and Finance Department staff provide ongoing staff support to the Commission and administration of the RWP in the following areas: legal and risk management services; financial management and accounting; coordination and management of public policy; regulatory and permit compliance issues; coordination between the Commission and the governing bodies; long-range capital project planning, design, and construction management; coordination of public information, education, and citizen involvement programs; and coordination and development of regional budgets, rate proposals, and revenue projections. Springfield staff also provides local implementation of the Industrial Pretreatment Program, as well as billing coordination and customer service. These services are provided under contract with the MWMC through the regional funding of 16.85 FTE of Development and Public Works Department staff and .88 FTE of Finance Department staff, and .03 FTE of City Manager's Office for a total 17.76 FTE as reflected in the FY 21-22 Budget.

Lane County

Lane County supports the RWP through representation on the MWMC, including two MWMC members that represent Lane County – one citizen and one County Commissioner. Lane County's partnership initially included providing support to manage the proceeds and repayment of the RWP general obligation bonds to finance the local share of the RWP facilities construction. These bonds were paid in full in 2002. The County, while not presently providing sewerage, has the authority under its charter to do so. The Urban Growth Boundary includes the two Cities (urban lands) and certain unincorporated areas surrounding the Cities which lies

entirely within the County. Federal funding policy requires sewage treatment and disposal within the Urban Growth Boundary to be provided on a unified, metropolitan basis.

Interagency Coordination

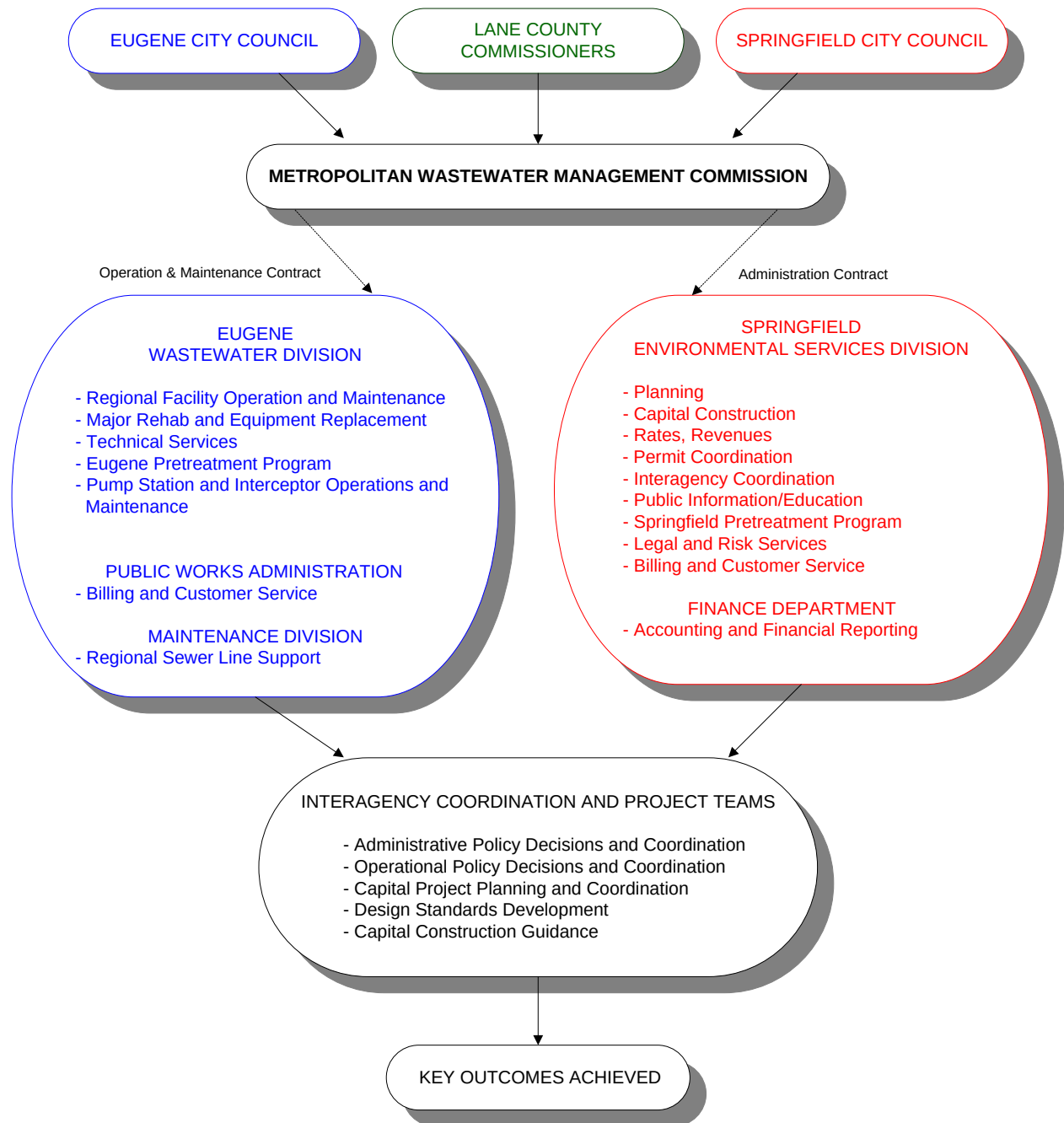
The effectiveness of the MWMC and the RWP depends on extensive coordination, especially between Springfield and Eugene staff, who provide ongoing program support. This coordination occurs in several ways. The Springfield MWMC Executive Officer / MWMC General Manager, together with the Eugene Wastewater Division Director coordinate regularly to ensure adequate communication and consistent implementation of policies and practices as appropriate. The Eugene and Springfield Industrial Pretreatment Program supervisors and staff meet regularly to ensure consistent implementation of the Model Industrial Pretreatment Ordinance. In addition, interagency project teams provide input on and coordination of ongoing MWMC administration issues and ad hoc project needs.

Exhibit 1 on the following page reflects the interagency coordination structure supporting the RWP. Special project teams are typically formed to manage large projects such as design and construction of new facilities. These interagency staff teams are formulated to provide appropriate expertise, operational knowledge, project management, and intergovernmental representation.

Relationship to Eugene and Springfield Local Sewer Programs

The RWP addresses only part of the overall wastewater collection and treatment facilities that serve the Eugene-Springfield metropolitan area. The Cities of Eugene and Springfield both maintain sewer programs that provide for construction and maintenance of local collection systems and pump stations, which discharge to the regional system. Sewer user fees collected by the two Cities include both local and RWP rate components.

EXHIBIT 1
REGIONAL WASTEWATER PROGRAM
INTERAGENCY COORDINATION STRUCTURE



BUDGET SUMMARY

REGIONAL WASTEWATER PROGRAM FY 21-22 BUDGET

The MWMC's RWP Operating Budget provides the Commission and governing bodies with an integrated view of the RWP elements. Exhibit 2 provides a summary of the overall Operating Budget. Separate Springfield and Eugene agency budgets and staffing also are presented within this budget document. Major program areas supported by Springfield and Eugene are described in the pages that follow and are summarized in Exhibit 3 on page 14. Finally, Exhibit 4 on page 15 combines revenues, expenditures, and reserves to illustrate how funding for all aspects of the RWP is provided. It should also be noted that the "Amended Budget FY 20-21" column in all budget tables represents the updated FY 20-21 RWP budget as of February 17, 2021, which reconciled actual beginning balances at July 1, 2020, and approved budget transfers and supplemental requests.

EXHIBIT 2

REGIONAL OPERATING BUDGET SUMMARY INCLUDING RESERVE CONTRIBUTIONS

	ADOPTED BUDGET FY 20-21	AMENDED BUDGET FY 20-21	PROPOSED BUDGET FY 21-22	CHANGE (1) INCR/(DECR)	
Full-Time Equivalent Staffing Level	96.14	96.14	97.12	0.98	1.0%
Personnel Services (2)	\$12,097,626	\$12,097,626	\$12,411,718	\$314,092	2.6%
Materials & Services (2)	7,554,374	7,620,158	8,123,293	568,919	7.5%
Capital Outlay (2, 3)	122,000	122,000	138,000	16,000	13.1%
Equip Replacement Contributions (4)	750,000	750,000	750,000	-	0.0%
Capital Contributions (5)	13,000,000	12,437,108	9,800,000	(3,200,000)	-24.6%
Debt Service (6)	4,260,934	4,260,934	4,110,375	(150,559)	-3.5%
Working Capital Reserve (7)	900,000	900,000	900,000	-	0%
Rate Stability Reserve (8)	2,000,000	2,000,000	2,000,000	-	0%
Insurance Reserve (9)	1,500,000	1,500,000	1,500,000	-	0%
Operating Reserve (10)	3,124,598	3,124,598	4,215,639	1,091,041	34.9%
Rate Stabilization Reserve (11)	2,000,000	2,000,000	2,000,000	-	0%
SRF Loan Reserve (12)	186,616	186,616	186,616	-	0%
Budget Summary	\$47,496,148	\$46,999,040	\$46,135,641	(\$1,360,507)	-2.9%

Notes:

1. The Change column and Percent Change column compare the Proposed FY 21-22 Budget with the originally Adopted FY 20-21 Budget column.
2. Personnel Services, Materials and Services, and Capital Outlay budget amounts represent combined Springfield and Eugene Operating Budgets that support the RWP.
3. Capital Outlay does not include CIP, Equipment Replacement, Major Capital Outlay, or Major Rehabilitation, which are capital programs.

4. The Equipment Replacement Contribution is a budgeted transfer of operating revenues to reserves for scheduled future equipment replacement, including all fleet equipment and other equipment, with an original cost over \$10,000, and with a useful life expectancy greater than one year. See table on page 21 for year-end balance.
5. The Capital Reserve Contribution is a budgeted transfer of operating revenues to reserves. Capital is passed through the Springfield Administration Budget. See table on page 22 for year-end balance.
6. The Debt Service line item is the sum of annual interest and principal payments on the Revenue Bonds and Clean Water State Revolving Fund (SRF) loans made from the Operating Budget (derived from user rates). The total amount of Debt Service budgeted in FY 21-22 is \$4,110,375.
7. The Working Capital Reserve acts as a revolving account which is drawn down and replenished on a monthly basis to fund Eugene's and Springfield's cash flow needs.
8. The Rate Stability Reserve is used to set aside revenues available at year-end after the budgeted Operating Reserve target is met. Internal policy has established a level of \$2 million for the Rate Stability Reserve. See Exhibit 5 on page 20 for year-end balance.
9. The Insurance Reserve was established to set aside funds to cover the insurance deductible amount for property and liability insurance coverage, for losses per occurrence. The Insurance Reserve is set at \$1.5 million.
10. The Operating Reserve is used to account for the accumulated operating revenues net of operations expenditures. The Commission's adopted policy provides minimum guidelines to establish the Operating Reserve balance at approximately two months operating expenses of the adopted Operating Budget. The Operating Reserve provides for contingency funds in the event that unanticipated expenses or revenue shortfalls occur during the budget year.
11. The Rate Stabilization Reserve contains funds to be used at any point in the future when net revenues are insufficient to meet the bond covenant coverage requirements. The Commission shall maintain the Rate Stabilization Reserve account as long as bonds are outstanding. This reserve is set at \$2 million.
12. The Clean Water SRF loan reserve is budgeted as required per loan agreements.

EXHIBIT 3

REGIONAL WASTEWATER PROGRAM OPERATING BUDGET
LINE ITEM SUMMARY BY PROGRAM AREA

	ACTUALS	ADOPTED	AMENDED	PROPOSED	CHANGE	
<u>SPRINGFIELD</u>	FY 19-20	BUDGET	BUDGET	BUDGET	INCR/(DECR)	
MWMC ADMINISTRATION		FY 20-21	FY 20-21	FY 21-22		
Personnel Services	\$1,356,210	\$1,622,077	\$1,622,077	\$1,751,851	\$129,774	8.0%
Materials & Services	1,744,191	2,086,434	2,152,218	2,190,714	104,280	5.0%
Capital Outlay	-	-	-	-	-	--
TOTAL	\$3,100,401	\$3,708,511	\$3,774,295	\$3,942,565	\$234,054	6.3%
INDUSTRIAL PRETREATMENT						
Personnel Services	\$369,560	\$378,253	\$378,253	\$402,464	\$24,211	6.4%
Materials & Services	104,709	138,936	138,936	149,995	11,059	8.0%
Capital Outlay	-	-	-	-	-	--
TOTAL	\$474,269	\$517,189	\$517,189	\$552,459	\$35,270	6.8%
ACCOUNTING						
Personnel Services	\$121,300	\$127,136	\$127,136	\$137,211	\$10,075	7.9%
Materials & Services	38,887	41,964	41,964	44,658	2,694	6.4%
Capital Outlay	-	-	-	-	-	--
TOTAL	\$160,187	\$169,100	\$169,100	\$181,869	\$12,769	7.6%
TOTAL SPRINGFIELD						
Personnel Services	\$1,847,069	\$2,127,466	\$2,127,466	\$2,291,526	\$164,060	7.7%
Materials & Services	1,887,787	2,267,334	2,333,118	2,385,367	118,033	5.2%
Capital Outlay	-	-	-	-	-	--
TOTAL	\$3,734,856	\$4,394,800	\$4,460,584	\$4,676,893	\$282,093	6.4%
<u>EUGENE</u>						
ADMINISTRATIVE SERVICES						
Personnel Services	\$2,149,487	\$2,587,991	\$2,587,991	\$2,508,683	(\$79,308)	-3.1%
Materials & Services	758,422	987,976	987,976	994,978	7,002	0.7%
Capital Outlay	-	-	-	-	-	--
TOTAL	\$2,907,909	\$3,575,967	\$3,575,967	\$3,503,661	(\$72,306)	-2.0%
BIOSOLIDS MANAGEMENT						
Personnel Services	\$1,388,669	\$1,490,828	\$1,490,828	\$1,460,913	(\$29,915)	-2.0%
Materials & Services	727,827	1,019,481	1,019,481	936,089	(83,392)	-8.2%
Capital Outlay	-	30,000	30,000	-	(30,000)	--
TOTAL	\$2,116,496	\$2,540,309	\$2,540,309	\$2,397,002	(\$143,307)	-5.6%
INDUSTRIAL SOURCE CONTROL						
Personnel Services	\$652,456	\$677,929	\$677,929	\$677,414	(\$515)	-0.1%
Materials & Services	87,791	122,142	122,142	213,477	91,335	74.8%
Capital Outlay	-	-	-	-	-	--
TOTAL	\$740,247	\$800,071	\$800,071	\$890,891	\$90,820	11.4%
TREATMENT PLANT						
Personnel Services	\$4,376,978	\$4,714,995	\$4,714,995	\$5,035,102	\$320,107	6.8%
Materials & Services	2,649,631	2,795,349	2,795,349	3,265,962	470,613	16.8%
Capital Outlay	32,584	92,000	92,000	138,000	46,000	50.0%
TOTAL	\$7,059,193	\$7,602,344	\$7,602,344	\$8,439,064	\$836,720	11.0%
REGIONAL PUMP STATIONS						
Personnel Services	\$169,397	\$211,535	\$211,535	\$194,052	(\$17,483)	-8.3%
Materials & Services	255,613	303,248	303,248	270,193	(33,055)	-10.9%
Capital Outlay	-	-	-	-	-	--
TOTAL	\$425,010	\$514,783	\$514,783	\$464,245	(\$50,538)	-9.8%
BENEFICIAL REUSE SITE						
Personnel Services	\$196,810	\$286,882	\$286,882	\$244,028	(\$42,854)	-14.9%
Materials & Services	60,670	58,844	58,844	57,228	(1,616)	-2.7%
Capital Outlay	-	-	-	-	-	--
TOTAL	\$257,480	\$345,726	\$345,726	\$301,256	(\$44,470)	-12.9%
TOTAL EUGENE						
Personnel Services	\$8,933,797	\$9,970,160	\$9,970,160	\$10,120,192	\$150,032	1.5%
Materials & Services	4,539,953	5,287,040	5,287,040	5,737,927	450,887	8.5%
Capital Outlay	32,584	122,000	122,000	138,000	16,000	13.1%
TOTAL	\$13,506,335	\$15,379,200	\$15,379,200	\$15,996,119	\$616,919	4.0%
TOTAL REGIONAL BUDGET	\$17,241,191	\$19,774,000	\$19,839,784	\$20,673,011	\$899,011	4.5%

NOTE: Does not include Major Rehabilitation, Equipment Replacement or Major Capital Outlay

EXHIBIT 4

REGIONAL WASTEWATER PROGRAM
BUDGET SUMMARY AND COMPARISON

	ADOPTED BUDGET FY 20-21	AMENDED BUDGET FY 20-21	PROPOSED BUDGET FY 21-22	CHANGE* INC(DEC)
<u>OPERATING BUDGET</u>				
Administration	\$4,394,800	\$4,460,584	\$4,676,892	\$282,092
Operations	15,379,200	15,379,200	15,996,119	616,919
Capital Contribution & Transfers	13,000,000	12,437,108	9,800,000	(3,200,000)
Equipment Replacement - Contribution	750,000	750,000	750,000	0
Operating & Revenue Bond Reserve	9,711,214	9,711,214	10,802,255	1,091,041
Debt Service	4,260,934	4,260,934	4,110,375	(150,559)
Total Operating Budget	\$47,496,148	\$46,999,040	\$46,135,641	(\$1,360,507)
<u>Funding:</u>				
Beginning Balance	\$11,500,938	\$11,003,830	\$8,732,548	(2,768,390)
User Fees	34,520,000	34,520,000	36,050,000	1,530,000
Other	1,475,210	1,475,210	1,353,093	(122,117)
Total Operating Budget Funding	\$47,496,148	\$46,999,040	\$46,135,641	(\$1,360,507)
<u>CAPITAL PROGRAM BUDGET</u>				
RNG Upgrade Facilities	\$8,570,000	\$10,694,892	\$2,000,000	(6,570,000)
Class A Disinfection Facilities	7,750,000	7,983,230	6,770,000	(980,000)
Aeration Basin Improvements - Phase 2	1,550,000	1,891,986	440,000	(1,110,000)
Glenwood Pump Station Upgrades	850,000	850,000	1,800,000	950,000
Administration Building Improvements	600,000	600,000	7,230,000	6,630,000
Riparian Shade Credit Program	500,000	566,397	1,370,000	870,000
Poplar Harvest Mgmt. Services	450,000	460,236	660,000	210,000
Resiliency Follow-Up	300,000	300,000	490,000	190,000
Comprehensive Facility Plan Update	200,000	299,125	600,000	400,000
Recycled Water Demonstration Project	110,000	207,101	340,000	230,000
Facility Plan Engineering Services	15,000	133,702	-	0
WPCF Lagoon Remove/Decommission	-	100,000	-	0
Thermal Load Pre-Implementation	-	224,834	-	0
<u>Asset Management:</u>				
Equipment Replacement Purchases	2,450,000	2,545,000	\$963,000	(1,487,000)
Major Rehab	610,000	1,345,000	165,000	(445,000)
Major Capital Outlay	-	370,000	-	0
Total Capital Projects	\$23,955,000	\$28,571,503	\$22,828,000	(\$1,127,000)
<u>Funding:</u>				
Equipment Replacement	\$2,450,000	\$2,545,000	\$963,000	(1,487,000)
SDC Improvement Reserve	3,450,810	3,450,810	4,414,570	963,760
Capital Reserve	18,054,190	22,575,693	17,450,430	(603,760)
Total Capital Projects Funding	\$23,955,000	\$28,571,503	\$22,828,000	(\$1,127,000)

Note: * The Change compares the adopted FY 21-22 budget to the originally adopted FY 20-21 budget column.

BUDGET AND RATE HISTORY

The graphs on page 17 show the regional residential wastewater service costs over a 5-year period, and a 5-year Regional Operating Budget Comparison. Because the Equipment Replacement, Major Infrastructure Rehabilitation and Major Capital Outlay programs are managed in the Eugene Operating Budget, based on the size, type and budget amount of the project these programs are incorporated into either the 5-year Regional Operating Budget Comparison graph or the 5-Year Capital Programs graph on page 18. The Regional Wastewater Capital Improvement Programs graph on page 18 shows the expenditures over the recent five years in the MWMC's Capital Program and including Asset Management projects. A list of capital projects is located in Exhibit 13 on page 47.

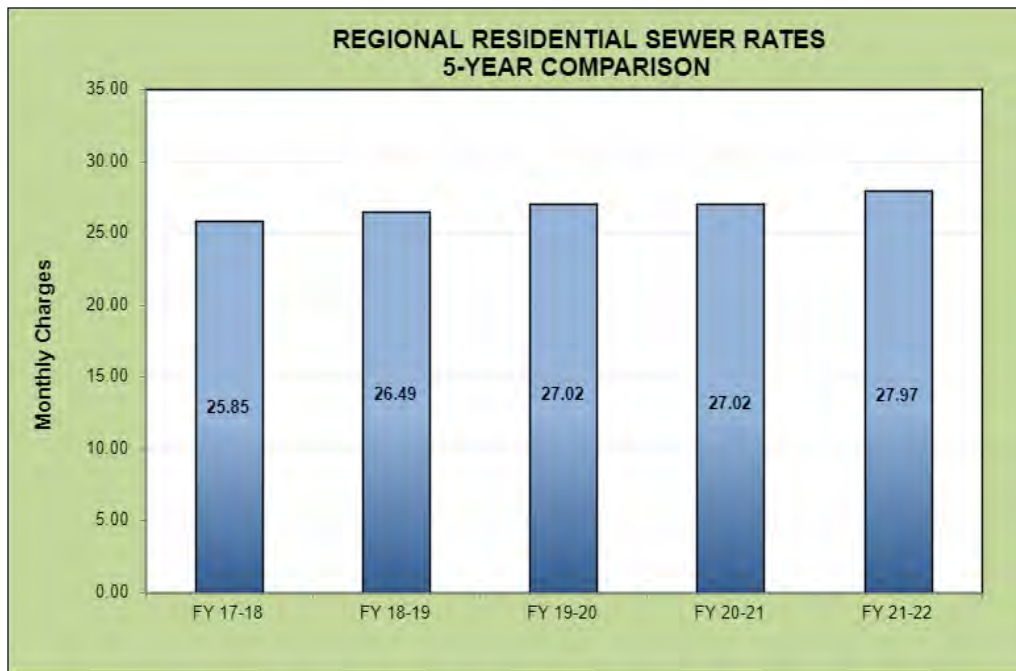
As shown on the Regional Residential Sewer Rate graph on page 17, regional sewer user charges have incrementally increased to meet the revenue requirements necessary to fund facility improvements as identified in the 2004 MWMC Facilities Plan. This Plan and the subsequent 2014 Partial Facilities Plan Update demonstrated the need for a significant capital investment in new and expanded facilities to meet environmental performance requirements and capacity to serve the community through 2025. Although a portion of these capital improvements can be funded through system development charges (SDCs), much of the funding for approximately \$196 million in capital improvements over the 20-year period will come from user charges. This has become a major driver of the MWMC's need to increase sewer user rates, moderately and incrementally on an annual basis.

The National Association of Clean Water Agency (NACWA) publishes an annual Cost of Clean Water Index, which indicates the national average charges for wastewater services. The index includes average wastewater charges by Environmental Protection Agency (EPA) regions. Of the EPA regions, Region 10, which includes Oregon, Washington and Idaho, reflects the second highest wastewater expenses nationwide, based on demographics, geography, regulatory requirements, and a range of other issues. Within Region 10, the annual change in the cost of clean water index reflected a 4.7% average increase over the past 3 years.

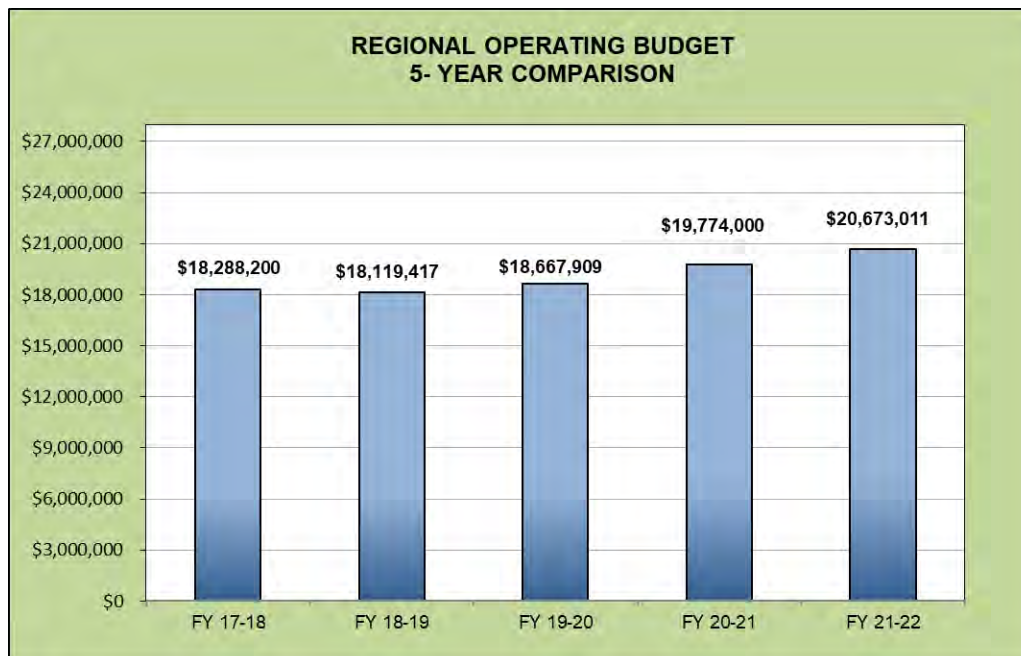
In FY 20-21 the MWMC regional user rates remained level with no rate change over the prior year. The FY 21-22 Budget is based on a 3.5% user rate increase over the FY 20-21 rates. This increase will provide for Operations, Administration, Capital programs, reserves and debt service, continuing to meet capital and operating requirements and supporting the Commission's Financial Plan policies, as well as financially positioning for future investments in capital assets.

The following chart displays the regional component of a residential monthly bill when applying the base and flow rates to 5,000 gallons of wastewater treated, which includes a 3.5% or \$0.95 increase effective July 1, 2021.

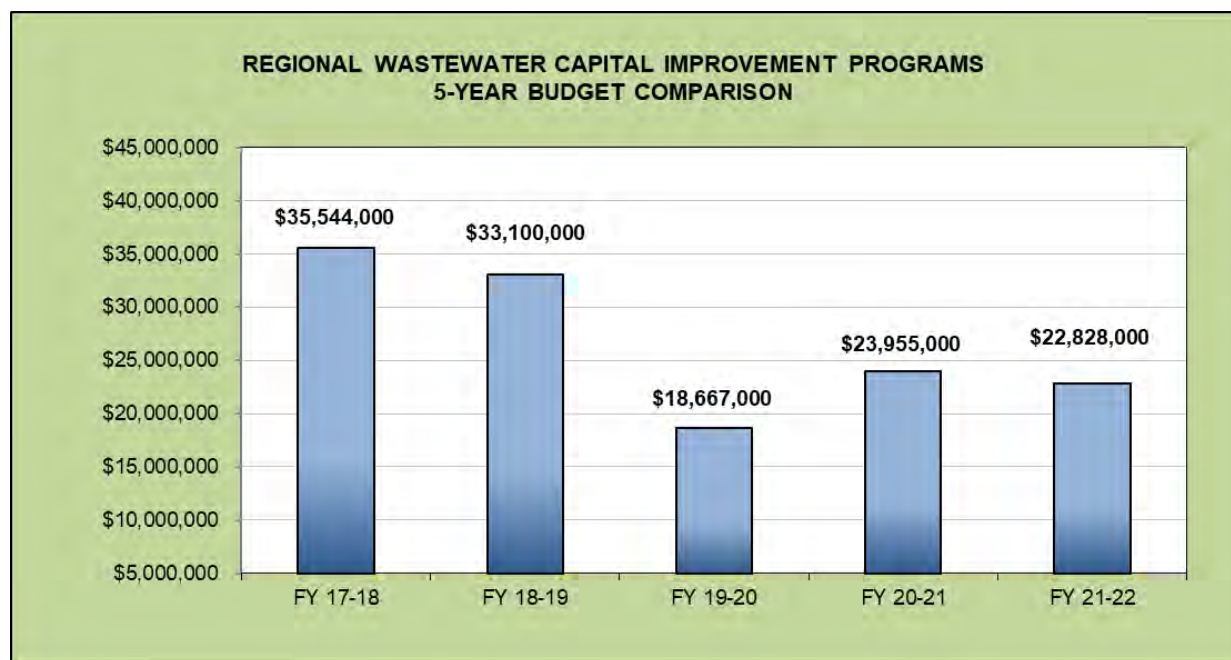
The graph below displays the regional component of a residential monthly bill, when applied to 5,000 gallons of wastewater treated for the recent 5-year period.



The graph below displays the Regional Operating Budget amounts for the recent 5-year period.



The graph below displays the Regional Wastewater Capital Improvement Program Budget amounts for the recent 5-year period.



RESERVE FUNDS

REGIONAL WASTEWATER PROGRAM RESERVES

The RWP maintains reserve funds for the dedicated purpose to sustain stable rates while fully funding operating and capital needs. Commission policies and guidance, which direct the amount of reserves appropriated on an annual basis, are found in the MWMC Financial Plan. Further details on the FY 21-22 reserves are provided below.

OPERATING RESERVES

The MWMC Operating Budget includes six separate reserves: the Working Capital Reserve, Rate Stability Reserve, Rate Stabilization Reserve, State Revolving Fund (SRF) Reserve, Insurance Reserve and the Operating Reserve. Revenues are appropriated across the reserves in accordance with Commission policy and expenditure needs. Each reserve is explained in detail below.

WORKING CAPITAL RESERVE

The Working Capital Reserve acts as a revolving account that is drawn down and replenished on a monthly basis to provide funds for payment of Springfield Administration and Eugene Operations costs prior to the receipt of user fees from the Springfield Utility Board and Eugene Water and Electric Board. The Working Capital Reserve is set at \$900,000 for FY 21-22, \$200,000 of which is dedicated to Administration and \$700,000 is dedicated to Operations.

RATE STABILITY RESERVE

The Rate Stability Reserve was established to implement the Commission's objective of maintaining stable rates. It is intended to hold revenues in excess of the current year's operating and capital requirements for use in future years, in order to avoid potential rate spikes. The amount budgeted on an annual basis has been set at \$2 million, with any additional net revenues being transferred to the capital reserve for future projects.

RATE STABILIZATION RESERVE

The Rate Stabilization Reserve contains funds to be used at any point in the future when net revenues are insufficient to meet the bond covenant coverage requirement. The Commission shall maintain the Rate Stabilization account as long as bonds are outstanding. In FY 21-22 no additional contribution to this reserve is budgeted and the balance at June 30, 2021, will remain at \$2 million.

CLEAN WATER STATE REVOLVING FUND (SRF) RESERVE

The Clean Water SRF Reserve was established to meet revenue coverage requirements for SRF loans. The SRF Reserve is set at \$186,616 for FY 21-22.

INSURANCE RESERVE

The Insurance Reserve was established to set aside funds to cover the insurance deductible amount for property and liability insurance coverage, for losses per occurrence. The Insurance Reserve is set at \$1.5 million for FY 21-22.

OPERATING RESERVE

The Operating Reserve is used to account for accumulated operating revenues net of operating expenditures (including other reserves). The Commission's adopted policy provides guidelines to establish the Operating Reserve at a minimum target of two months expenses. For FY 21-22, the Operating Reserve is budgeted at \$4,215,639, which includes approximately two months of total Personnel Services, Materials and Services, and Capital Outlay in accordance with Commission policy.

EXHIBIT 5

	ADOPTED BUDGET FY 20-21	AMENDED BUDGET FY 20-21	<i>PROPOSED</i> BUDGET FY 21-22
OPERATING RESERVES			
Beginning Balance	\$11,500,938	\$11,003,830	\$8,732,548
User Fee Revenue	33,700,000	33,700,000	35,400,000
Septage Revenue	820,000	820,000	650,000
Other Revenue	1,265,500	1,265,500	1,250,921
Interest	181,000	181,000	75,000
Transfer from Reimbursement SDCs	24,710	24,710	23,172
Personnel Services	(12,097,626)	(12,097,626)	(12,411,718)
Materials & Services	(7,550,374)	(7,616,158)	(8,119,293)
Capital Outlay	(122,000)	(122,000)	(138,000)
Interfund Transfers	(13,750,000)	(13,187,108)	(10,550,000)
Debt Service - SRF Loan	(251,429)	(251,429)	(104,250)
Debt Service - 2016 Revenue Bond	(4,009,505)	(4,009,505)	(4,006,125)
Working Capital	(900,000)	(900,000)	(900,000)
Insurance Reserve	(1,500,000)	(1,500,000)	(1,500,000)
SRF Loan Reserve	(186,616)	(186,616)	(186,616)
Rate Stability Reserve	(2,000,000)	(2,000,000)	(2,000,000)
Rate Stabilization Reserve	(2,000,000)	(2,000,000)	(2,000,000)
Operating Reserve	\$3,124,598	\$3,124,598	\$4,215,639

CAPITAL RESERVES

The MWMC Capital Budget includes four reserves: the Equipment Replacement Reserve, SDC Reimbursement Reserves, SDC Improvement Reserves, and the Capital Reserve. These reserves accumulate revenue to help fund capital projects including equipment replacement and major rehabilitation. They are funded by annual contributions from user rates, SDCs, and loans. Each reserve is explained in detail below.

EQUIPMENT REPLACEMENT RESERVE

The Equipment Replacement Reserve accumulates replacement funding for three types of equipment: 1) major/stationary equipment items valued over \$10,000 with life expectancy greater than one year; 2) fleet vehicles maintained by the Eugene Wastewater Division; and 3) computer servers that serve the Eugene Wastewater Division. Contributions to the Equipment Replacement Reserve in the FY 21-22 budget total \$750,000, additional budget details are provided below.

The Equipment Replacement Reserve is intended to accumulate funds necessary to provide for the timely replacement or rehabilitation of equipment, and may also be borrowed against to provide short-term financing of capital improvements. An annual analysis is performed on the Equipment Replacement Reserve. Estimates used in the analysis include replacement costs, interest earnings, inflation rates and useful lives for the equipment.

	ADOPTED BUDGET FY 20-21	AMENDED BUDGET FY 20-21	<i>PROPOSED</i> BUDGET FY 21-22
EQUIPMENT REPLACEMENT RESERVE			
Beginning Balance	\$14,903,629	\$15,474,952	\$13,929,952
Annual Equipment Contribution	750,000	750,000	750,000
Interest	356,000	356,000	150,000
Equipment Purchases	(2,450,000)	(2,545,000)	(963,000)
Equipment Replacement Reserve	\$13,559,629	\$14,035,952	\$13,866,952

SYSTEM DEVELOPMENT CHARGE (SDC) RESERVES

SDCs are required as part of the MWMC IGA. They are connection fees charged to new users to recover the costs related to system capacity, and are limited to funding Capital Programs. The purpose of the SDC Reserves is to collect and account for SDC revenues separately from other revenue sources, in accordance with Oregon statutes. The Commission's SDC structure includes a combination of "Reimbursement" and "Improvement" fee components. Estimated SDC revenues for FY 21-22 are approximately \$1,800,000. The projected beginning SDC Reserve balance on July 1, 2021 is \$5,713,219.

	ADOPTED BUDGET FY 20-21	AMENDED BUDGET FY 20-21	PROPOSED BUDGET FY 21-22
REIMBURSEMENT SDC RESERVE			
Beginning Balance	\$1,411,910	\$1,448,096	\$1,696,386
Reimbursement SDCs Collected	150,000	150,000	200,000
Interest	37,000	37,000	25,000
SDC Compliance Charge	4,000	4,000	4,000
Transfer to Debt Service (Fund 612)	(24,710)	(24,710)	(23,172)
Materials & Services	(2,000)	(2,000)	(2,000)
Reimbursement SDC Reserve	\$1,576,200	\$1,612,386	\$1,900,214

	ADOPTED BUDGET FY 20-21	AMENDED BUDGET FY 20-21	PROPOSED BUDGET FY 21-22
IMPROVEMENT SDC RESERVE			
Beginning Balance	\$3,603,605	\$3,812,990	\$4,016,833
Improvement SDCs Collected	1,500,000	1,500,000	1,600,000
Interest	67,000	67,000	25,000
Materials & Services	(2,000)	(2,000)	(2,000)
Funding for Capital Improvement Projects	(3,450,810)	(3,450,810)	(4,414,570)
Improvement SDC Reserve	\$1,717,795	\$1,927,180	\$1,225,263

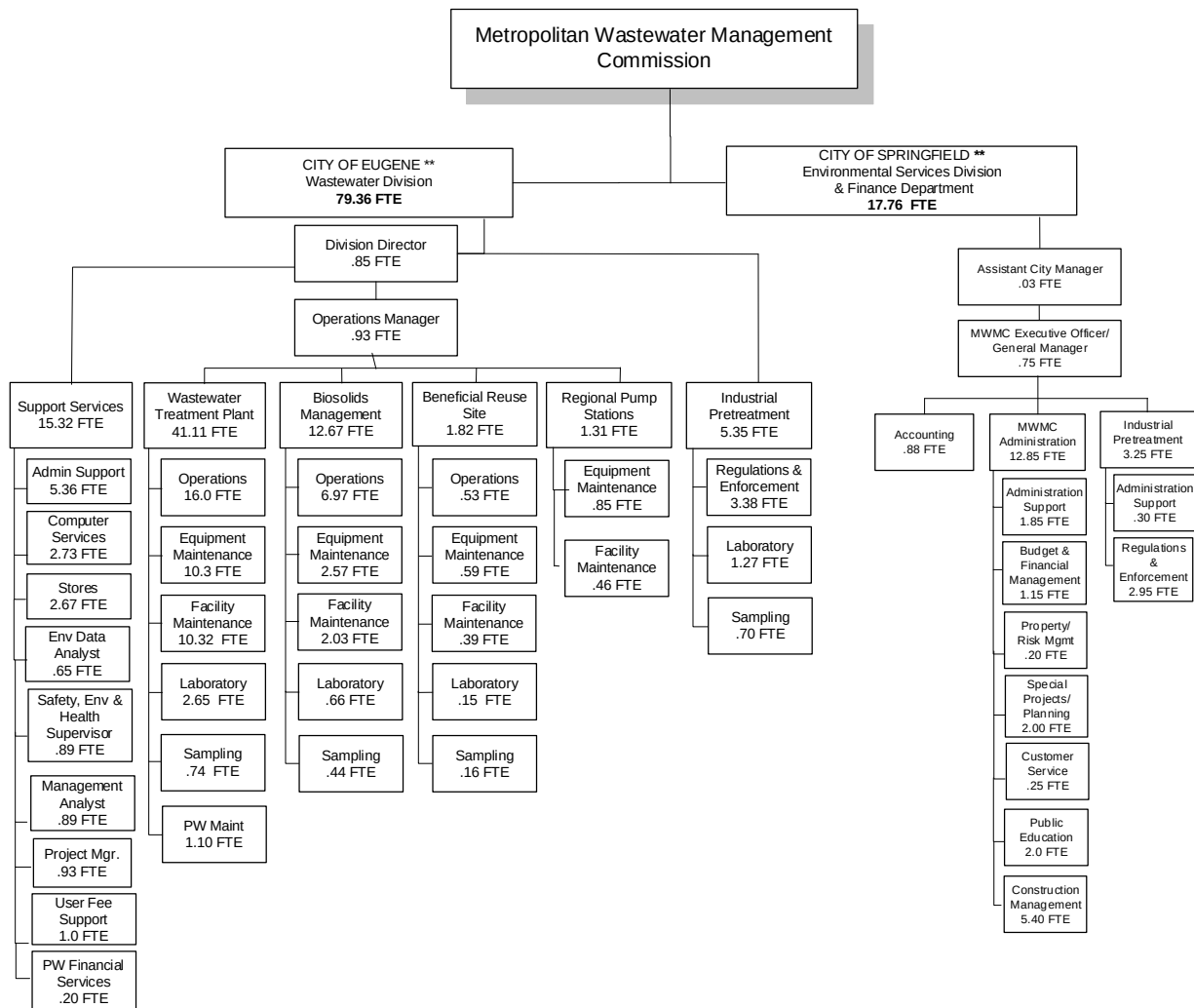
CAPITAL RESERVE

The Capital Reserve accumulates funds transferred from the Operating Reserve for the purpose of funding the CIP, Major Capital Outlay and Major Rehabilitation Program costs. The intent is to collect sufficient funds over time to construct a portion of planned capital projects with cash in an appropriate balance with projects that are funded with debt financing. The FY 21-22 Budget includes a contribution from the Operating Reserve of \$9,800,000. The beginning balance on July 1, 2021, is projected to be \$53,327,365. Additional budget detail on the CIP, Major Capital Outlay and Major Rehabilitation Program reserves is provided below.

	ADOPTED BUDGET FY 20-21	AMENDED BUDGET FY 20-21	PROPOSED BUDGET FY 21-22
CAPITAL RESERVES			
Beginning Balance	\$49,103,179	\$53,391,085	\$53,327,365
Transfer from Operating Reserve	13,000,000	12,437,108	9,800,000
Interest	1,192,000	1,192,000	525,000
Other Income	10	10	10
Funding For Capital Improvement Projects	(17,444,190)	(20,860,693)	(17,285,430)
Funding For Major Rehabilitation	(610,000)	(1,345,000)	(165,000)
Funding For Major Capital Outlay	-	(370,000)	-
Capital Reserve	\$45,240,999	\$44,444,510	\$46,201,945

OPERATING PROGRAMS

EXHIBIT 6
REGIONAL WASTEWATER PROGRAM*
ORGANIZATION CHART FY 21-22



Notes:

* Full-Time Equivalent (FTE) figures represent portions of Eugene and Springfield staff funded by regional wastewater funds.

** The chart represents groups of staff dedicated to program areas rather than specific positions.

EXHIBIT 7REGIONAL WASTEWATER PROGRAM
POSITION SUMMARY

CLASSIFICATION	BUDGET FY 19-20	BUDGET FY 20-21	<i>PROPOSED</i> FY 21-22	FTE CHANGE
SPRINGFIELD ENVIRONMENTAL SERVICES & FINANCE				
Accountant	0.80	0.80	0.80	-
Accounting Manager	0.08	0.08	0.08	-
Administrative Specialist	2.65	2.65	2.65	-
Civil Engineer/Design & Construction Coordinator	3.00	3.00	3.00	-
Assistant City Manager	0.08	0.05	0.03	(0.02)
Environmental Management Analyst	0.90	0.90	1.90	1.00
Environmental Services Program Manager	0.80	0.80	0.80	-
Environmental Services Supervisor	0.95	1.95	1.95	-
Environmental Services Technician	2.00	2.00	2.00	-
ESD Division Director/MWMC Executive Officer	0.80	0.80	0.80	-
Management Analyst	0.75	0.75	0.75	-
Managing Civil Engineer	1.75	1.00	1.00	-
Public Information & Education Analyst	2.00	2.00	2.00	-
TOTAL SPRINGFIELD	16.56	16.78	17.76	0.98

EXHIBIT 7 (Continued)REGIONAL WASTEWATER PROGRAM
POSITION SUMMARY

CLASSIFICATION	BUDGET FY 19-20	BUDGET FY 20-21	PROPOSED FY 21-22	FTE CHANGE
EUGENE WASTEWATER DIVISION & OTHER PW				
Administrative Specialist, Sr	1.78	1.78	1.78	-
Administrative Specialist	0.95	0.95	0.95	-
Application Support Technician, Sr	0.95	0.95	0.95	-
Application Systems Analyst	1.78	1.78	1.78	-
Custodian	1.00	2.00	2.00	-
Finance & Admin Manager	0.89	0.89	0.89	-
Electrician 1	3.28	3.28	3.28	-
Engineering Associate	0.35	0.35	0.35	-
Maintenance Worker	13.25	13.25	13.25	-
Management Analyst	5.14	5.14	5.14	-
Parts and Supply Specialist	1.78	1.78	1.78	-
PW Financial Services Manager	0.20	0.20	0.20	-
Utility Billing Coordinator	1.00	1.00	1.00	-
Wastewater Lab Assistant	0.82	0.82	0.82	-
Wastewater Division Director	0.85	0.85	0.85	-
Wastewater Instrument Electrician	1.00	1.00	1.00	-
Wastewater Plant Operations Manager	0.93	0.93	0.93	-
Wastewater Operations Supervisor	2.00	2.00	2.00	-
Wastewater Plant Maintenance Supervisor	2.88	2.88	2.88	-
Wastewater Pretreatment & Lab Supervisor	0.82	0.82	0.82	-
Wastewater Technician	36.71	36.71	36.71	-
TOTAL EUGENE	78.36	79.36	79.36	-
GRAND TOTAL	94.92	96.14	97.12	0.98

CITY OF SPRINGFIELD REGIONAL WASTEWATER PROGRAM RESPONSIBILITIES

The City of Springfield manages administration services for the RWP under the Intergovernmental Agreement for the Metropolitan Wastewater Management Commission (MWMC). The programs maintained by Springfield to support the RWP are summarized below and are followed by Springfield's regional wastewater budget summaries. Activities, and therefore program budgets, for the MWMC administration vary from year to year depending upon the major construction projects and special initiatives underway. A list of the capital projects Springfield staff will support in FY 21-22 is provided in Exhibit 12 on page 41.

Program Responsibilities

- Administration & Management
- Financial Planning & Management
- Long-Range Capital Project Planning
- Project and Construction Management
- Coordination between the Commission and governing bodies
- Coordination and Management of:
 - Risk Management & Legal Services
 - Public Policy Issues
 - Regulatory and Permit Compliance
- Public Information, Education and Outreach
- Industrial Pretreatment Source Control
- Customer Service

MWMC ADMINISTRATION

The Springfield Environmental Services Division (ESD) and Finance Department provide ongoing support and management services for the MWMC. The ESD Director serves as the MWMC Executive Officer and General Manager. Springfield provides the following administration functions: financial planning management, accounting and financial reporting; risk management and legal services; coordination and management of public policy; coordination and management of regulatory and permit compliance issues; coordination between the Commission and the governing bodies; long-range capital project planning and construction management; coordination of public information, education, and citizen involvement programs; sewer user customer service; and coordination and development of regional budgets, rate proposals, and revenue projections.

INDUSTRIAL PRETREATMENT (SOURCE CONTROL) PROGRAM

The Industrial Pretreatment Program is a regional activity implemented jointly by the Cities of Eugene and Springfield. The Industrial Pretreatment section of the ESD is charged with administering the program for the regulation and oversight of wastewater discharged to the sanitary collection system by industries in Springfield. This section is responsible for ensuring that these wastes do not damage the collection system, interfere with wastewater treatment processes, result in the pass-through of harmful pollutants to treated effluent or biosolids, or threaten worker health or safety.

This responsibility is fulfilled, in part, by the use of a permit system for industrial dischargers. This permit system, common to both Eugene and Springfield, implements necessary limitations on waste characteristics and establishes inspection, monitoring, and reporting requirements for documenting waste quality and quantity controls. The Industrial Pretreatment section is also responsible for locating new industrial discharges in Springfield and evaluating the impact of those discharges on the regional WPCF. The Industrial Pretreatment Program also addresses

the wastewater discharges of some commercial/industrial businesses through the development and implementation of Pollution Management Practices. Pretreatment program staff also coordinates pollution prevention activities in cooperation with the Pollution Prevention Coalition of Lane County.

ACCOUNTING AND FINANCIAL REPORTING

Accounting and financial reporting services for the RWP are provided by the Accounting division in the Springfield Finance Department, in coordination with ESD. Springfield Accounting staff provides oversight of financial control systems, ensures compliance with all local, state and federal accounting requirements for MWMC including debt management and treasury management services. This division also assists ESD with preparation of the MWMC budget, capital financing documents, sewer user rates, and financial policies and procedures.

PROGRAMS AND SIGNIFICANT SERVICE/EXPENDITURE CHANGES

In FY 21-22, the City of Springfield will support the following major regional initiatives in addition to ongoing Commission administration and industrial pretreatment activities:

- Continue public information, education and outreach activities focused on the MWMC's Key Outcomes and Communication Plan objectives to increase awareness of the MWMC's ongoing efforts in maintaining water quality and a sustainable environment.
- Implement Capital Financing strategies necessary to meet current debt obligations, prepare for additional debt financing, and ensure sufficient revenues in accordance with the MWMC Financial Plan.
- Continue implementation of the 2004 MWMC Facilities Plan and 2014 Partial Facilities Plan Update to meet all regulatory requirements and capacity needs. Considering emerging environmental regulations that may impact the operation of the WPCF.
- Protect the Regional Wastewater Program (RWP) interests through participation in Association of Clean Water Agencies activities.
- Coordinate temperature Total Maximum Daily Load (TMDL) compliance through continued development and implementation of the thermal load mitigation strategy, including but not limited to a recycled water program.
- Continue participation with the Association of Clean Water Agencies and the Department of Environmental Quality on regulatory permitting strategies and the development of water quality trading rules.
- Implement resiliency planning to ensure protection of public health and safety following natural disasters such as earthquakes and floods.
- Planning operationally and financially to begin the MWMC's NPDES permit renewal, the target date set by the DEQ for permit issuance is by the end of calendar year 2021.

BUDGET CHANGES FOR FY 21-22

The budget for Springfield Personnel Services, Materials and Services, and Capital Outlay for FY 21-22 totals \$4,676,892 representing an overall increase of \$280,092 or 6.4% from the adopted FY 20-21 budget, as displayed in Exhibit 8 on page 29.

Personnel Services

Personnel Services totaling \$2,291,526 represents a FY 21-22 increase of \$164,060 or 7.7% above the originally adopted FY 20-21 budget. The notable changes are summarized below:

Staffing

The FY 21-22 staffing budget includes a net increase of 0.98 Full Time Equivalent (FTE). The portion of the Public Works Director position .05 FTE was replaced with .03 FTE of the Assistant City Manager along with the added Environmental Management Analyst 1.0 FTE position, resulting in a total staffing level at 17.76 FTE in Springfield.

Regular Salaries and Overtime - \$1,471,013, an increase of \$104,004 or 7.6%

Salaries are based upon the negotiated management/labor contracts as approved by the Springfield City Council, and staffing levels.

Employee Benefits - \$461,321, an increase of \$41,702 or 9.9%

The employee benefits consist mainly of PERS/OPSRP retirement system costs, FICA and Medicare contributions.

Health Insurance - \$359,192, an increase of \$18,353 or 5.4%

The increase is based on group claims experience and cost projections. Costs are calculated based on the number of employees.

Materials and Services

The Materials and Services budget total is \$2,363,366 in FY 21-22, representing an increase of \$118,033 or 5.2% above the adopted FY 20-21 budget. The notable changes are summarized below:

Billing & Collection Expense - \$730,000, an increase of \$14,000 or 2.0%

The \$14,000 increase includes contracted billing services for Eugene and Springfield utility billing services combined, as funded through the Springfield portion of the regional budget. The increase reflects growth in customer transactions and associated billing service contracts.

Computer Software & Licenses - \$66,132, an increase of \$60,750

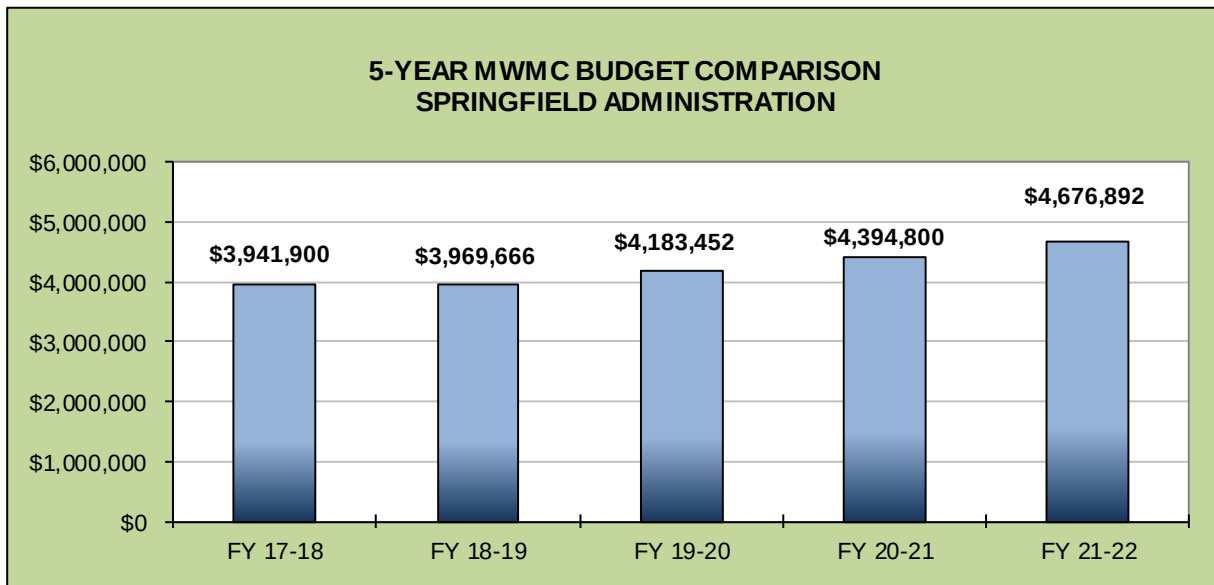
The \$60,750 increase reflects Capital Construction software renewal.

Internal & Indirect Charges Combined - \$615,191, an increase of \$50,413 or 9.3%

The \$50,413 increase is based on changes in overhead costs as programmed in the FY 21-22 budget, when compared FY 20-21. Internal charges are determined by the City of Springfield, and indirect costs are based on a methodology approved by the federal government, which is outlined in the MWMC Intergovernmental Agreement.

EXHIBIT 8**SPRINGFIELD ADMINISTRATION PROGRAM*****PROPOSED*** FY 21-22**BUDGET SUMMARY**

	ACTUALS FY 19-20	ADOPTED BUDGET FY 20-21	AMENDED BUDGET FY 20-21	<i>PROPOSED</i> BUDGET FY 21-22	CHANGE * INCR/(DECR)	
Personnel Services	\$1,847,069	\$2,127,466	\$2,127,466	\$2,291,526	\$164,060	7.7%
Materials & Services	1,887,287	2,267,334	2,333,118	2,385,366	118,032	5.2%
Capital Outlay	0	0	0	0	0	0.0%
Budget Summary	\$3,734,356	\$4,394,800	\$4,460,585	\$4,676,892	\$282,092	6.4%



Note: * Change column compares the *proposed* FY 21-22 Budget to the adopted FY 20-21 Budget.

EXHIBIT 9

SPRINGFIELD ADMINISTRATION
LINE ITEM BUDGET SUMMARY

	ACTUALS FY 19-20	ADOPTED BUDGET FY 20-21	AMENDED BUDGET FY 20-21	PROPOSED BUDGET FY 21-22	CHANGE INCR/(DECR)	
<u>PERSONNEL SERVICES</u>						
Regular Salaries	\$1,178,375	\$1,361,268	\$1,361,268	\$1,465,272	\$104,004	7.6%
Overtime	0	5,741	5,741	5,741	0	0.0%
Employee Benefits	367,536	419,619	419,619	461,321	41,702	9.9%
Health Insurance	301,159	340,839	340,839	359,192	18,353	5.4%
Total Personnel Services	\$1,847,069	\$2,127,466	\$2,127,466	\$2,291,526	\$164,059	7.7%
FTE	16.56	16.78	16.78	17.76	0.98	5.8%
<u>MATERIALS & SERVICES</u>						
Billing & Collection Expense	\$658,413	\$716,000	\$716,000	\$730,000	\$14,000	2.0%
Property & Liability Insurance	296,645	335,000	335,000	345,000	10,000	3.0%
Contractual Services	126,285	139,000	139,000	143,373	4,373	3.1%
Attorney Fees and Legal Expense	36,722	185,005	185,005	183,022	(1,983)	-1.1%
WPCF/NPDES Permits	138,232	165,800	165,800	167,000	1,200	0.7%
Materials & Program Expense	104,059	107,122	172,906	96,734	(10,388)	-9.7%
Computer Software & Licenses	43,792	5,382	5,382	66,132	60,750	1128.8%
Employee Development	10,015	23,475	23,475	20,760	(2,715)	-11.6%
Travel & Meeting Expense	13,230	27,800	27,800	18,154	(9,646)	-34.7%
Internal Charges	131,814	218,974	218,974	230,195	11,221	5.1%
Indirect Costs	328,080	343,776	343,776	384,996	41,220	12.0%
Total Materials & Services	\$1,887,287	\$2,267,334	\$2,333,118	\$2,385,366	\$118,032	5.2%
<u>CAPITAL OUTLAY</u>						
Total Capital Outlay	\$0	\$0	\$0	\$0	\$0	0.0%
TOTAL	\$3,734,356	\$4,394,800	\$4,460,584	\$4,676,892	\$282,092	6.4%

CITY OF EUGENE REGIONAL WASTEWATER PROGRAM RESPONSIBILITIES

The Wastewater Division for the City of Eugene manages all regional wastewater pollution control facilities serving the areas inside the Eugene and Springfield Urban Growth Boundaries under the Intergovernmental Agreement for the Metropolitan Wastewater Management Commission (MWMC). These regional facilities include the Eugene/Springfield Regional Water Pollution Control Facility (WPCF), the Biosolids Management Facility, the Beneficial Reuse Site, the Biocycle Farm site, and regional wastewater pumping stations and transmission sewers.

Program Responsibilities

- Facility Operations
- Facility Maintenance
- Biosolids Management
- Environmental Services
- Management Information Services
- Administration and Management

In support of the water pollution control program, the Division provides technical services for wastewater treatment, management of equipment replacement and infrastructure rehabilitation, biosolids land application, regional laboratory services, and an industrial source control and pretreatment program in conjunction with City of Springfield staff.

REGIONAL WASTEWATER TREATMENT - FACILITY OPERATIONS

The Wastewater Division operates the WPCF to treat residential, commercial, and industrial wastes to achieve an effluent quality that protects the beneficial uses of the Willamette River. The Operations section optimizes wastewater treatment processes to ensure effluent quality requirements are met in an efficient and cost effective manner. In addition, the Operations section provides continuous monitoring of the alarm functions for all plant processes, regional and local pump stations, Biosolids Management Facility, and the Beneficial Reuse Site.

REGIONAL WASTEWATER TREATMENT - FACILITY MAINTENANCE

The mechanical, electrical, and facilities maintenance sections of the Wastewater Division are responsible for preservation of the multi-million dollar investment in the equipment and infrastructure of the WPCF, regional pump stations, pressure sewers, as well as the Biosolids Management Facility, the Beneficial Reuse Site, and Biocycle Farm. These sections provide a preventative maintenance program to maximize equipment life and reliability; a corrective maintenance program to repair unanticipated failures; and a facility maintenance program to maintain the buildings, treatment structures, and grounds.

BIOSOLIDS AND RECYCLED WATER MANAGEMENT

The Residuals Management section of the Wastewater Division operates the Biosolids Management Facility (BMF) and Biocycle Farm to process and land apply biological solids (biosolids) produced as a result of the activated sludge treatment of wastewater. After further processing the biosolids from the WPCF, the dried material is applied to approved agricultural land. Biosolids are also applied on poplar trees at the Biocycle Farm as a beneficial nutrient and soil conditioner. In addition, this section utilizes recycled water for the processing of biosolids and for irrigation. This section also operates the Beneficial Reuse Site which formerly served to treat wastewater from food processing operations.

ENVIRONMENTAL SERVICES

Environmental Services is comprised of Industrial Source Control (Pretreatment), Analytical Services, and Sampling Team.

Industrial Source Control (ISC) - The pretreatment program is a regional activity implemented jointly by the cities of Eugene and Springfield. The ISC group of the Wastewater Division is charged with administering the pretreatment program for the regulation and oversight of commercial and industrial wastewaters discharged to the wastewater collection system by fixed-site industries in Eugene and by mobile waste haulers in the Eugene and Springfield areas. This group is also responsible for ensuring that these wastes do not damage the collection system, interfere with wastewater treatment processes, result in the pass-through of harmful pollutants to treated effluent or biosolids, or threaten worker health or safety.

This responsibility is fulfilled through the use of a permit and discharge authorization system for industrial and commercial users of the wastewater collection system. This permit system, common to both Eugene and Springfield, implements necessary prohibitions and limitations on waste characteristics and establishes inspection, monitoring, and reporting requirements for documenting waste quality and quantity controls. The staff is also responsible for locating new industrial and commercial discharges in Eugene and evaluating the impact of their discharges on the WPCF. The section also has responsibilities related to environmental spill response activities.

Analytical Services - The Analytical Services group provides analytical laboratory work in support of wastewater treatment, residuals management, industrial source control, stormwater monitoring, and special project activities of the Wastewater Division. The laboratory's services include sample handling and analyses of influent sewage, treated wastewater, biosolids, industrial wastes, stormwater, surface water, and groundwater. Information from the laboratory is used to evaluate the performance of the treatment process, make treatment process control decisions, document compliance with regulatory requirements, demonstrate environmental protection, and ensure worker health and safety.

Sampling Team - The Sampling Team is responsible for sampling and field monitoring activities related to regional wastewater program functions. These include the Eugene pretreatment program, wastewater treatment process control, effluent and ambient water quality, groundwater quality, facultative sludge lagoons, biosolids, application site soils, and stormwater samples.

MANAGEMENT INFORMATION SERVICES (MIS)

The MIS section provides services for electronic data gathering, analysis, and reporting in compliance with regulatory requirements and management functions. This section also maintains the network communication linkages with the City of Eugene and supplies technical expertise and assistance in the selection, operation, and modification of computer systems (hardware and software) within the division.

ADMINISTRATIVE AND MANAGEMENT SERVICES

Administrative Services provides management, administrative, and office support to the Wastewater Division. This support includes the general planning, directing, and managing of the activities of the division; development and coordination of the budget; administration of personnel records; and processing of payroll, accounts payable, and accounts receivable. This section also provides tracking and monitoring of all assets for the regional wastewater treatment facilities and support for reception, customer service, and other administrative needs. The administrative services include oversight and coordination of the division's Environmental Management System (EMS), safety, and training programs, and an inventory/storeroom administrative unit that purchases and stocks parts and supplies and assists with professional services contracting. Another area this program administers is the coordination of local and regional billing and rate activities.

PROGRAMS AND SIGNIFICANT SERVICE/EXPENDITURE CHANGES

In FY 21-22, Eugene staff will support the following major regional initiatives in addition to ongoing operations and maintenance activities.

- Manage the O&M responsibilities of the NPDES permits for the treatment of wastewater and the Lane Regional Air Protection Agency (LRAPA) air emissions permit for the regional wastewater treatment plant.
- Evaluate impacts of regulatory actions upon operational responsibilities such as the federal sanitary sewer overflows (SSO), blending policy development, Willamette River TMDLs implementation, and any newly adopted state water quality standards.
- Provide technical input and O&M assessments related to proposed initiatives for addressing TMDL compliance, renewable energy objectives, and operational resiliency.
- Complete scheduled major rehabilitation, equipment replacement, and other capital projects in an efficient and timely manner.
- Work cooperatively on CIP elements and effectively integrate capital project work with ongoing O&M activities with an emphasis on maintaining an effective CIP management and coordination program with Springfield staff.
- Manage the Operations & Maintenance (O&M) aspects of the Biocycle Farm, continuing biosolids irrigation practices and poplar tree management.

SIGNIFICANT CHANGES IN THE O&M BUDGET FOR FY 21-22

The FY 21-22 budget for Operations and Maintenance of the regional wastewater treatment facilities (personnel, materials and services, and capital outlay) totals \$15,996,119. The amount represents an increase of \$616,919 or 4% from the FY 20-21 budget. The significant cost centers for the budget include personnel costs, chemicals, computer equipment and software, and utilities. Significant items and changes for the FY 21-22 Operations and Maintenance budget as compared to the FY 20-21 budget include:

Personnel Services

Personnel Services totaling \$10,120,192 represents an FY 21-22 increase of \$150,032 or 1.5%. There is no change in the current staffing level for FY 21-22, which is currently at 79.36 Full Time Equivalent (FTE) positions. The notable changes are in the following budget categories:

Health Insurance – \$1,743,549, an increase of \$100,941 or 6.1%

Employer health care costs are rising primarily due to uncertainty about preventative and elective care expenses owing to the COVID-19 pandemic.

Overtime – \$33,100, a decrease of \$47,300 or -58.8%

Analysis of overtime expenses from prior fiscal years indicates that a decrease in budgeted overtime would be adequate to sustain O&M work and the expected need for overtime at the current service level.

Workers Comp/Unemployment Insurance – \$122,079, an increase of \$14,583 or 13.6%

Employer costs for workers compensation and unemployment insurance are rising due to heightened risk for employee safety owing to the COVID-19 pandemic.

Materials and Services

The Materials and Services budget totaling \$5,737,927 represents an FY 21-22 increase of \$450,887 or 8.5%. The notable changes are in the following budget categories:

Chemicals – \$454,350, a net increase of \$41,500 or 10.1%

The costs for hypochlorite, sodium bisulfite, polymer (both dry and liquid), and other chemicals have increased substantially. Unit prices are established through regional competitive price agreements, and resupply orders are placed depending on the timing of treatment process and O&M activity.

Computer Equipment and Supplies – \$385,753, a net increase of \$105,793 or 37.8%

Eugene has instituted a new internal service rate across the organization to establish dedicated funding for future costs to update, upgrade, and maintain the PeopleSoft corporate software, used for the financial, payroll, and budget systems. The corporate software contribution for FY 21-22 is \$47,600 or roughly 45% of the increase to the Computer Equipment budget category. Other increases are for network service, software application licensing, and computer hardware.

Contractual Services – \$459,300, an increase of \$55,186 or 13.7%

Greater need for contractual services is anticipated for FY 21-22, and this category includes analytical services for specific laboratory work, professional services (engineering), Lane County Sheriff's work crew, solid waste disposal and recycling, and specialty custodial services.

Risk Insurance – Employee Liability – \$72,912, a net decrease of \$47,276 or 39.3%

City of Eugene’s one-time surcharge for the construction of an Emergency Operations Center was for FY 20-21 only and is not included in the FY21-22 budget. In addition, adjustments were made for a decrease in Eugene’s employee liability insurance.

Utilities – \$1,255,297, a net increase of \$159,297 or 14.5%

The Utilities account includes the purchase of electrical power, natural gas, water, and sewer charges for all regional facilities. The increase for FY 21-22 is in anticipation of higher utility expenses once the Renewable Natural Gas system (CIP-P80095) becomes operational in spring-summer 2021.

Capital Outlay

The FY 21-22 Capital Outlay budget includes \$138,000 for the items listed below

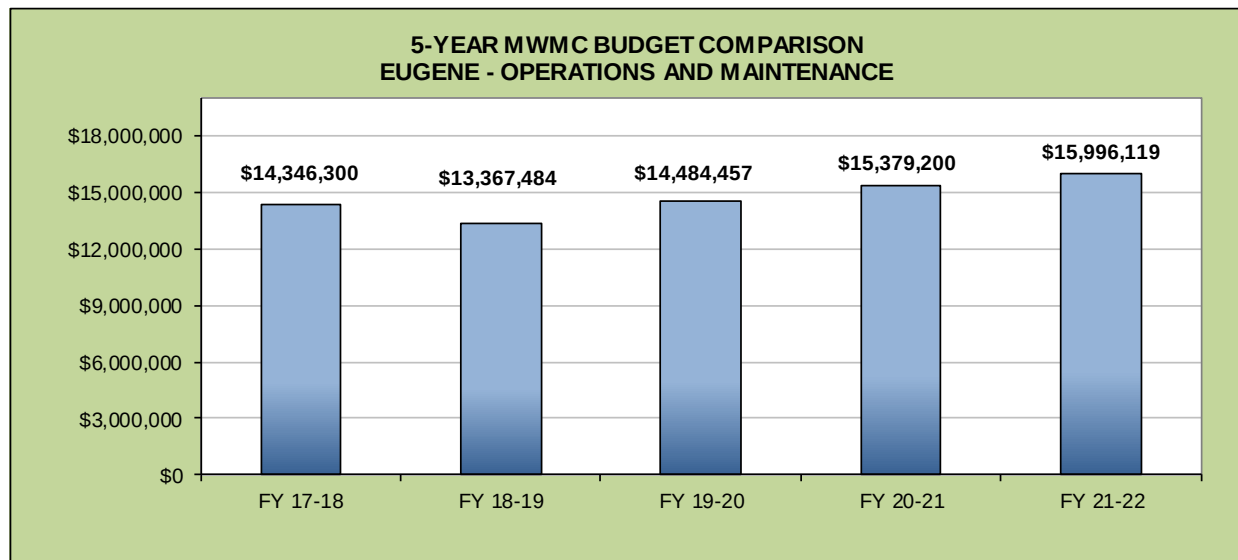
Capital Outlay	
Project Description	FY 21-22 Proposed Budget
Pipe Repair Kits, Resiliency Preparedness	\$100,000
Microwave Digestion System, ESB Laboratory	38,000
Total	\$138,000

Pipe Repair Kits, Resiliency – The pipe repair kits will be kept in stock for emergency repairs to damaged conveyance pipelines after a seismic event. This is consistent with recommended mitigation activities of MWMC’s Disaster Mitigation and Recovery Plan.

Microwave Digestion System, ESB Laboratory – This equipment will be used to prepare water quality samples for immediate analysis and meet lower detection limits required by a rule change. The microwave digestion system is standalone equipment that does not require software or service contracts.

EXHIBIT 10**EUGENE - OPERATIONS AND MAINTENANCE PROGRAM***PROPOSED* FY 21-22**BUDGET SUMMARY**

	ACTUALS FY 19-20	ADOPTED BUDGET FY 20-21	AMENDED BUDGET FY 20-21	PROPOSED BUDGET FY 21-22	CHANGE * INCR/(DECR)	
Personnel Services	\$8,386,225	\$9,970,160	\$9,970,160	\$10,120,192	\$150,032	1.5%
Materials & Services	4,904,097	5,287,040	5,287,040	5,737,927	450,887	8.5%
Capital Outlay	32,584	122,000	122,000	138,000	16,000	13.1%
Budget Summary	\$13,322,906	\$15,379,200	\$15,379,200	\$15,996,119	\$616,919	4.0%



NOTE: Does not include Major Rehabilitation or Equipment Replacement

EXHIBIT 11

EUGENE - OPERATIONS & MAINTENANCE
LINE ITEM BUDGET SUMMARY

	ACTUAL FY 19-20	ADOPTED BUDGET FY 20-21	AMENDED BUDGET FY 20-21	<i>PROPOSED</i> BUDGET FY 21-22	CHANGE INCR/(DECR)	
<u>PERSONNEL SERVICES</u>						
Regular Salaries	\$5,166,945	\$5,650,713	\$5,650,713	\$5,690,627	\$39,914	0.7%
Overtime	33,632	80,400	80,400	33,100	(47,300)	-58.8%
Employee Benefits	2,123,582	2,488,943	2,488,943	2,530,837	41,894	1.7%
Workers' Comp/Unemploy Ins	107,997	107,496	107,496	122,079	14,583	13.6%
Health Insurance	1,501,641	1,642,608	1,642,608	1,743,549	100,941	6.1%
Total Personnel Services	\$8,933,797	\$9,970,160	\$9,970,160	\$10,120,192	\$150,032	1.5%
FTE	78.36	79.36	79.36	79.36	0.00	0.0%
<u>MATERIALS & SERVICES</u>						
Utilities	\$729,428	\$1,096,000	\$1,096,000	\$1,255,297	\$159,297	14.5%
Fleet Operating Charges	485,999	490,784	490,784	448,914	(41,870)	-8.5%
Maintenance-Equip & Facilities	188,262	274,670	274,670	234,300	(40,370)	-14.7%
Contractual Services	379,598	404,132	404,132	459,300	55,168	13.7%
Materials & Program Expense	656,555	822,976	822,976	820,001	(2,975)	-0.4%
Chemicals	383,883	412,850	412,850	454,350	41,500	10.1%
Parts & Components	362,098	387,480	387,480	407,100	19,620	5.1%
Risk Insurance - Employee Liability	49,979	120,188	120,188	72,912	(47,276)	-39.3%
Computer Equip, Supplies, Maint	283,289	279,960	279,960	385,753	105,793	37.8%
Indirects	1,020,863	998,000	998,000	1,200,000	202,000	20.2%
Total Materials & Services	\$4,539,954	\$5,287,040	\$5,287,040	\$5,737,927	\$450,887	8.5%
<u>CAPITAL OUTLAY</u>						
Motorized Vehicles	\$0	\$0	\$0	\$0	\$0	0.0%
Capital Outlay - Other	32,584	122,000	122,000	138,000	16,000	13.1%
Total Capital Outlay	\$32,584	\$122,000	\$122,000	\$138,000	\$16,000	13.1%
TOTAL	\$13,506,335	\$15,379,200	\$15,379,200	\$15,996,119	\$616,919	4.0%

CAPITAL PROGRAM

REGIONAL WASTEWATER PROGRAM CAPITAL PROGRAMS

Overview

The Regional Wastewater Program (RWP) includes two components: the Capital Improvement Program (CIP) and the Asset Management Capital Program (AMCP). The FY 21-22 CIP Budget, the FY 21-22 AMCP Budget, and the associated 5-Year Capital Plan are based on the 2004 MWMC Facilities Plan (2004 FP) and the 2014 Partial Facilities Plan Update. The 2004 FP was approved by the MWMC, the governing bodies of the City of Eugene, the City of Springfield, Lane County, and the Oregon Department of Environmental Quality (DEQ). The 2004 FP and its 20-year capital project list was the result of a comprehensive evaluation of the regional wastewater treatment facilities serving the Eugene-Springfield metropolitan area.

The 2004 FP built on previous targeted studies, including the 1997 Master Plan, 1997 Biosolids Management Plan, 2001 Wet Weather Flow Management Plan (WWFMP), and the 2003 Management Plan for a dedicated biosolids land application site. The 2004 FP is intended to meet changing regulatory and wet weather flow requirements and to serve the community's wastewater capacity and treatment needs through 2025. Accordingly, the 2004 FP established the CIP project list to provide necessary facility enhancements and expansions over the planning period. The CIP is administered by the City of Springfield for the MWMC. The AMCP implements the projects and activities necessary to maintain functionality, lifespan, and effectiveness of the MWMC facility assets on an ongoing basis. The AMCP is administered by the City of Eugene for the MWMC and consists of three sub-categories:

- Equipment Replacement Program
- Major Rehabilitation Program
- Major Capital Outlay

The MWMC has established these capital programs to achieve the following RWP objectives:

- Compliance with applicable local, state, and federal laws and regulations
- Protection of the health and safety of people and property from exposure to hazardous conditions such as untreated or inadequately treated wastewater
- Provision of adequate capacity to facilitate community growth in the Eugene-Springfield metropolitan area consistent with adopted land use plans
- Construction, operation, and management of the MWMC facilities in a manner that is as cost-effective, efficient, and affordable to the community as possible in the short and long term
- Mitigation of potential negative impacts of the MWMC facilities on adjacent uses and surrounding neighborhoods (ensuring that the MWMC facilities are “good neighbors” as judged by the community)

Capital Program Funding and Financial Planning Methods and Policies

This annual budget document presents the FY 21-22 CIP Budget, the FY 21-22 AMCP Budget, and 5-Year Capital Plan which includes the CIP and AMCP Capital Plan. The MWMC CIP financial planning and funding methods are in accordance with the financial management policies put forth in the MWMC Financial Management Plan.

Each of the two RWP capital programs relies on funding mechanisms to achieve the objectives described above. The CIP is funded primarily through Capital Reserves, which may include proceeds from revenue bond sales, financing through the State of Oregon Department of Environmental Quality (DEQ) Clean Water State Revolving Fund loan program, system development charges, and transfers from the Operating Fund to Capital Reserves. The AMCP is primarily funded through wastewater user fees.

The RWP's operating fund is maintained to pay for operations, administration, debt service, equipment replacement contributions and capital contributions associated with the RWP. The operating fund derives the majority of its revenue from regional wastewater user fees that are collected by the City of Eugene and City of Springfield from their respective customers. In accordance with the MWMC Financial Plan, funds remaining in excess of budgeted operational expenditures can be transferred from the Operating Fund to the Capital Reserve fund. The Capital Reserve accumulates revenue to fund capital projects, including major rehabilitation, to reduce the amount of borrowing necessary to finance capital projects. In addition, \$4.4M of the CIP is funded with Improvement System Development Charges (SDC) in FY 21-22.

The AMCP consists of three programs managed by the City of Eugene and funded through regional wastewater user fees: The Equipment Replacement Program, which funds replacement of equipment valued at or over \$10,000 with a life expectancy greater than one year; The Major Rehabilitation Program, which funds rehabilitation of the MWMC infrastructure such as roof replacements, structure coatings, etc.; and the Major Capital Outlay Program for the initial purchase of major equipment that will be placed on the equipment replacement list, or a one time large capital expense. The MWMC assets are tracked throughout their lifecycle using asset management tracking software. Based on this information, the three AMCP program annual budgets are established and projected for the 5-Year Capital Plan.

For planning purposes, the MWMC must consider market changes that drive capital project expenditures. Specifically, the MWMC capital plan reflects projected price changes over time that affect the cost of materials and services. Accordingly, the 2004 FP projections were based on the 20-city average *Engineering News Record Construction Cost Index* (ENRCCI). In addition, City of Springfield staff and MWMC design consultants monitor construction trends in Oregon.

Regional Wastewater Capital Program Status and Budget**CIP Project Status and Budget**

The FY 21-22 CIP Budget is comprised of the individual budgets for each of the active (carryover) or starting (new) projects in the first year of the 5-Year Capital Plan. The total of these FY 21-22 project budgets is \$21,700,000. Each capital project represented in the FY 21-22 Budget is described in detail in a CIP project sheet that can be found at the end of this document. Each project sheet provides a description of the project, the project's purpose and driver (the reason for the project), the funding schedule for the project, and the project's expected final cost and cash flow. For those projects that are in progress, a short status report is included on the project sheet. In 2019, the MWMC Resiliency Planning consultant study focused on seismic (Cascadia magnitude 9.0 earthquake) and major flooding event(s), and recommended some infrastructure multi-year improvements for consideration during the CIP Budgeting process.

Completed Capital Projects

The following capital projects were completed in FY 20-21:

- Thermal Load Mitigation: Pre-Implementation
- Facilities Plan Engineering Services
- Decommission WPCF Lagoon

Carryover Capital Projects

All or a portion of remaining funding for active capital projects in FY 20-21 is carried forward to the FY 21-22 Budget. The on-going carryover projects are:

- Administration Building Improvements
- Class A Disinfection Facilities
- Renewable Natural Gas (RNG) Upgrade Facilities
- Glenwood Pump Station Upgrades
- Riparian Shade Credit Program
- Poplar Harvest Management Services
- Comprehensive Facility Plan Update
- Resiliency Follow-Up
- Aeration Basin Improvements
- Recycled Water Demonstration Project

Overall, the budgeting for these projects follows, and is consistent with, the estimated cost of the listed capital projects and new information gathered during the MWMC design development process.

FY 21-22 Capital Budget Summary (Exhibit 12)

Exhibit 12 displays the adjusted budget and end-of-year expenditure estimates for FY 20-21, the amount of funding projected to be carried over to FY 21-22 and additional funding for existing and/or new projects in FY 21-22.

EXHIBIT 12

Summary of FY 21-22 MWMC Construction Program Capital Budget

	FY 20-21 ADJUSTED BUDGET	FY 20-21 ESTIMATED ACTUALS	FY 20-21 CARRYOVER TO FY 21-22	NEW FUNDING FOR FY 21-22	TOTAL FY 21-22 BUDGET
Project to be Completed in FY 20-21					
Thermal Load Mitigation: Pre-Implementation	224,834	224,834	0	0	0
Facilities Plan Engineering Services	133,702	128,000	0	0	0
Decommission WPCF Lagoon	100,000	25,000	0	0	0
Projects to be Carried Over to FY 21-22					
Administration Building Improvements	600,000	370,000	230,000	7,000,000	7,230,000
Class A Disinfection Facilities	7,983,230	1,213,230	6,770,000	0	6,770,000
Renewable Natural Gas Upgrades	10,694,892	8,694,892	2,000,000	0	2,000,000
Glenwood Pump Station Upgrades	850,000	250,000	600,000	1,200,000	1,800,000
Riparian Shade Credit Program	566,397	276,397	290,000	1,080,000	1,370,000
Poplar Harvest Management Services	460,236	165,236	295,000	365,000	660,000
Comprehensive Facility Plan Update	299,125	109,125	190,000	410,000	600,000
Resiliency Follow-Up	300,000	210,000	90,000	400,000	490,000
Aeration Basin Improvements - Phase 2	1,891,986	1,451,986	440,000	0	440,000
Recycled Water Demonstration Project	207,101	42,101	165,000	175,000	340,000
TOTAL Capital Projects	\$24,311,503	\$13,160,801	\$11,070,000	\$10,630,000	\$21,700,000

FY 21-22 Asset Management Capital Program and Budget

The AMCP consists of the following three programs:

- Equipment Replacement
- Major Rehabilitation
- Major Capital Outlay

The FY 21-22 budget of each program is described below.

Equipment Replacement Program - Budget

The FY 21-22 Capital Programs budget includes \$963,000 in Equipment Replacement purchases that are identified on the table below.

Equipment Replacement	
Project Description	FY 21-22 Proposed Budget
800KW Jenbacher/CoGen Upper End Rebuild, Plant	\$120,000
Variable Frequency Drives (VFDs), Irvington Pump Station	115,000
Grit Channel Drive Chains (x4), Pretreatment, Plant	110,000
Pickup Truck, 1T 4WD, w/ Upfit (incl. Utility Box, Crane/Generator), BMF	100,000
Cargo Van 1T, w/ Upfit (incl. Eyewash, Storage Racks), Sampling Team	84,000
Cathodic Protection Devices, Secondary Clarifiers, Plant	80,000
Transformer Unit #1-2 Mains, Gauges Rebuild, Pretreatment and Digesters, Plant	55,000
Pickup Truck, 3/4T Longbox, Facilities Maintenance	50,000
Mercury Analyzer / Discrete Analyzer, ESB/Metals Laboratory, Plant	40,000
Hydraulic Power Broom Attachment (for CAT/tool carrier), BMF	40,000
Washwater Booster Pump, Belt Filter Presses, BMF	30,000
Tires, Sterling Semi Tractors and Trailers (x3 each)	30,000
All-Terrain Vehicle (ATV), BMF	20,000
Sludge Blanket Finder, Transmitter and Elements, Primary Clarifiers, Plant	20,000
Residual Chlorine Analyzer, Final, Plant	16,000
Transformer Units, Coating, Pretreatment and Digesters, Plant	15,000
Moisture Balance, Smart System 5, Biosolids Drying Lab, BMF	15,000
Total Kjeldahl Nitrogen (TKN) Digestion Block, ESB/Nutrients Laboratory, Plant	13,000
Auger Float Function, Mulcher, CAT 586C Tractor, BMF	10,000
Total	\$963,000

800KW Jenbacher/CoGen Rebuild – The cogen unit provides redundant heat for the digesters and generates electricity which reduces the amount of utility power purchased. The engine will be due for a 20,000-hour upper end rebuild.

Variable Frequency Drives (VFDs), Irvington Pump Station – Variable frequency drives (VFDs) control the speed of pump motors and improve energy efficiency. Their replacement will restore reliable operation of the three 250 horsepower pumps.

Grit Channel Drive Chains (x4) – These chains drive the grit collector mechanisms in the aerated grit removal channels. They are failing due to corrosion so alternate materials will be evaluated.

Pickup Truck, 1T 4WD w/ Utility Upfit, BMF – This vehicle is used at the Biocycle Farm, BMF, and BRS to meet operational and maintenance needs.

Sampling Team Van w/Upfits – This vehicle is used to conduct field work, monitoring, and sampling to support environmental and compliance programs. Replacing this vehicle will improve the efficiency and safety of field activities.

Cathodic Protection Devices – The cathodic protection system protects buried pipe against corrosion. The sacrificial anodes are nearly depleted and need to be replaced to restore the system's protective function.

Transformer Units #1-2 Mains – After nearly forty years of service, the gauges and indicators on three transformers have failed and need to be replaced. The main components of the transformers have remaining service life.

Pickup Truck, 3/4T Longbox – This vehicle has exceeded its projected life.

High-Level Mercury Analyzer, Metals Lab – This analyzer tests for mercury in water, soil, and biosolid samples to support environmental and compliance programs.

Hydraulic Power Broom, BMF – This tractor attachment is used to sweep the air drying beds during biosolids drying at the BMF. At fourteen years in service, the power broom attachment is beyond repair and requires replacement.

Washwater Booster Pump, Belt Filter Presses, BMF – This pump and filter system supplies water to flush the belt filter press belts of any solids accumulated during operation. Replacing this system will ensure reliable and efficient operation of the presses.

Tires, Sterling Semi Tractors & Trailers – These tractors and trailers are used to haul debris/grit collected at pretreatment to the landfill and to haul biosolids. After 15 years of service, the wear on the tires has advanced enough to warrant replacement.

All-Terrain Vehicle (ATV), BMF – This vehicle is used for operational tasks, maintenance, and environmental sampling at the Biocycle Farm, BMF and BRS.

Sludge Blanket Finder – The sludge blanket detectors are used to measure the depth of settled sludge in clarifiers. Replacement will help maintain reliability in data collection for process control.

Residual Chlorine Analyzer – This analyzer measures the amount of chlorine remaining in the effluent so the proper dechlorination dosing can be calculated. Replacement will maintain reliability in providing effective disinfection with economical chemical use.

Transformer Units, Coatings – The factory coating on two transformers has failed and needs to be replaced to prevent corrosion.

Moisture Balance, Biosolids Drying Lab, BMF – This analytical balance is used to produce data results used in the operations and process-control at the BMF.

Total Kjeldahl Nitrogen (TKN) Analysis System, Nutrients Lab – This analysis system tests for Total Kjeldahl Nitrogen (TKN) in water, soil, and biosolid samples to support environmental and compliance programs.

Auger Float Function, CAT 586C Mulcher, BMF – The float function attachment for the tractor is used at the Biocycle Farm, BMF, and BRS for operations and maintenance. Use of this attachment prolongs the life of equipment and the air drying beds.

Major Rehabilitation Program - Budget

The FY 21-22 Capital Programs budget includes \$165,000 for Major Rehabilitation projects that are identified on the table below.

Major Rehabilitation	
Project Description	FY 21-22 Proposed Budget
Grit Channels, Expansion Joints and Concrete, Pretreatment, Plant	\$150,000
MWMC Facilities/Building Improvements	15,000
Total	\$165,000

Grit Channels, Concrete Rehab, Pretreatment – The highly corrosive environment of the aerated grit channels has caused the cement in the concrete walls to soften and flake off. If left untreated, the corrosion will continue until the walls experience structural failure. Repairs will replenish lost material and return the walls to their design strength.

MWMC Facilities/Building Improvements – This expenditure will go towards improvements to the functionality of existing workspaces and buildings at the treatment plant and MWMC facilities.

Major Capital Outlay

There are no new requests for Major Capital Outlay in FY 21-22.

Asset Management Capital Budget Summary

The following table summarizes the FY 21-22 Asset Management Capital Program Budget by project type showing a total AMCP budget of \$1,128,000.

Asset Management Capital Project Budget	
Project Description	FY 21-22 Proposed Budget
Equipment Replacement	\$963,000
Major Rehabilitation	165,000
Major Capital Outlay	-
Total	\$1,128,000

FY 22-23 Asset Management Capital Program Status and Budget

The AMCP consists of the following programs:

- Equipment Replacement
- Major Rehabilitation
- Major Capital Outlay

The FY 22-23 budget and status of each program is described below.

Equipment Replacement Program – Budget Forecast

The FY 22-23 Capital Programs budget includes \$1,220,000 in Equipment Replacement purchases that are identified in the table below.

Equipment Replacement	
Project Description	FY 22-23 Forecast Budget
Tractor, Paddle Mixer	\$546,000
Tractor/Loader, Integrated Tool Carrier (Catepillar)	350,000
Sodium Hypochlorite Tank	100,000
Sludge Grinder	60,000
Air Supply Unit, Controls	50,000
Grit Channels, Baffles	50,000
Pickup Truck	35,000
Sedan 4-Door	29,000
Total	\$1,220,000

Tractor, Paddle Mixer – This tractor attachment is used to mix the biosolids in the air drying beds.

Tractor/Loader, Integrated Tool Carrier – The integrated tool carrier performs a variety of functions including sweeping drying beds, biosolids production, biosolids application, and lifting and moving heavy objects.

Sodium Hypochlorite Tank #1 – The cost to repair degradation to the chemical storage tank is greater than half the cost of a new tank.

Sludge Grinder – The grinder is a critical spare to chop-up trash collected on the bar screens before it is dewatered and sent to the landfill. This will replace the current spare for which parts are no longer available.

Air Supply Unit, Controls – The controls for the air supply system in the secondary control complex are obsolete and inefficient. New controls will improve energy efficiency and control of conditioned spaces.

Grit Channels, Baffles – Baffles in the grit channels assist with separating grit from incoming wastewater. These baffles were made of treated wood and are rotting.

Pickup Truck – Replacement of maintenance pickup which has reached the end of its economic useful life.

Sedan 4-Door, EV/Hybrid – Replacement of 20-year old passenger vehicle.

Major Rehabilitation Program - Budget

The FY 22-23 Capital Programs budget includes \$416,000 for Major Rehabilitation projects that are identified in the table below.

Major Rehabilitation	
Project Description	FY 22-23 Forecast Budget
Interior Dome Recoating, #1 Digester	\$200,000
Interior Dome Recoating, #3 Digester	200,000
Masonry Wall Sealing	16,000
Total	\$416,000

Interior Dome Recoating, Digester #1 – An industrial epoxy coating on the interior of the digester dome protects the structural concrete from corrosive hydrogen sulfide gas. The existing coating is delaminating.

Interior Dome Recoating, Digester #3 – An industrial epoxy coating on the interior of the digester dome protects the structural concrete from corrosive hydrogen sulfide gas. The existing coating is delaminating.

Masonry Wall Sealing – The exterior masonry walls at the BMF will be sealed for protection from water intrusion.

Major Capital - Budget

The FY 22-23 Capital Program budget includes \$2,000,000 for the Major Capital items listed below.

Major Capital Outlay	
Project Description	FY 22-23 Forecast Budget
Distributed Control System	\$2,000,000
Total	\$2,000,000

Distributed Control System – The plant’s distributed control system hardware is nearing its “end of support” phase and should be replaced to maintain supportability.

Summary of FY 22-23 Asset Management Capital Program Budget

Asset Management Capital Project Budget	
Project Description	FY 22-23 Forecast Budget
Equipment Replacement	\$1,220,000
Major Rehabilitation	416,000
Major Capital Outlay	2,000,000
Total	\$3,636,000

5-Year Capital Plan (Exhibit 13)

For each fiscal planning cycle, only the first year of budget authority is appropriated. The remaining four years of the CIP and AMCP Capital Plans are important and useful for fiscal and work planning purposes. However, it is important to note that the funds in the outer years of the Capital Plan are only planned and not appropriated. Also, the full amount of obligated multi-year project costs is often appropriated in the first year of the project, unless a smaller subset of the project, such as project design, can be identified and funded without budgeting the full estimated project cost. For these multi-year contracts, unspent funds from the first fiscal year will typically be carried over to the next fiscal year until the project is completed. Accordingly, the RWP Capital Plan presented herein is a subsequent extension of the plan presented in the adopted FY 20-21 Budget that has been carried forward by one year to FY 21-22. Changes to the 5-Year Plan typically occur from year to year as more information becomes available and evaluated such as the P80096 Resiliency Planning study and the MWMC permit renewal outcomes.

Exhibit 13 displays the MWMC 5-Year Capital Plan programs budget, which includes \$76,650,000 in planned capital projects and \$13,506,000 planned asset management capital projects for an overall 5-Year Capital Plan Budget of \$90,156,000.

EXHIBIT 13**Regional Wastewater 5-Year Capital Programs**

	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	TOTAL
CAPITAL PROJECTS						
Biosolids Management						
Poplar Harvest Management Services	660,000					660,000
Non-Process Facilities and Facilities Planning						
Comprehensive Facility Plan Update 1	600,000	1,470,000				2,070,000
Facility Plan Engineering Services			120,000	120,000	130,000	370,000
Conveyance Systems						
Glenwood Pump Station	1,800,000					1,800,000
Plant Performance Improvements						
Administration Building Improvements	7,230,000					7,230,000
Class A Disinfection Facilities ⁽¹⁾	6,770,000					6,770,000
Renewable Natural Gas Upgrades	2,000,000					2,000,000
Riparian Shade Credit Program ⁽¹⁾	1,370,000	1,000,000	1,000,000	500,000	10,000	3,880,000
Resiliency Follow-Up	490,000	3,000,000	300,000	300,000	800,000	4,890,000
Aeration Basin Improvements - Phase 2	440,000		1,600,000	6,900,000	6,000,000	14,940,000
Recycled Water Demonstration Projects	340,000					340,000
Tertiary Filtration - Phase 2		3,500,000	8,500,000	4,500,000		16,500,000
Thermal Load Mitigation Implementation ⁽²⁾		3,000,000	3,000,000	3,000,000		9,000,000
Waste Activated Sludge Thickening				1,200,000	5,000,000	6,200,000
TOTAL CAPITAL PROJECTS	\$21,700,000	\$11,970,000	\$14,520,000	\$16,520,000	\$11,940,000	\$76,650,000
ASSET MANAGEMENT						
Equipment Replacement	963,000	1,220,000	1,112,000	1,770,000	4,110,000	9,175,000
Major Rehabilitation	165,000	416,000	420,000	680,000	650,000	2,331,000
Major Capital Outlay	--	2,000,000	--	--	--	2,000,000
TOTAL ASSET MANAGEMENT	1,128,000	3,636,000	1,532,000	2,450,000	4,760,000	13,506,000
TOTAL CAPITAL IMPROVEMENTS	\$22,828,000	\$15,606,000	\$16,052,000	\$18,970,000	\$16,700,000	\$90,156,000

Notes:

(1) The funding for Riparian Shade and Class A Disinfection Facilities projects were allocated from previously budgeted Thermal Load Mitigation Implementation.

(2) Thermal Load Mitigation Implementation provides budget for strategies currently under consideration for MWMC future permit compliance needs.

CAPITAL PROJECT DETAIL

POPLAR HARVEST MANAGEMENT SERVICES (P80083)



Description: This project develops a long-term poplar management strategy for the Biocycle Farm through refinement of poplar harvest, planting practices and identification of wood products markets best aligned with the highest and best use of Biocycle Farm poplar. The project ensures the timely harvest of the initial plantings in each management unit (MU) within the regulatory 12-year rotation limit and subsequent replanting. Upon final replanting oversight of MU-3 through FY22/23, the long-term poplar harvest and planting will become operations/maintenance functions under the Eugene Wastewater Division.

Status: MU-1 was replanted in 2016. MU-2 was replanted in 2018-19. MU-3 is scheduled for harvest in 2021 with replanting in 2022-2023.

Justification: Regulatory land use requirements for operation of the Biocycle Farm and optimization of farm effectiveness and efficiency, including biosolids and recycled water management strategies.

Project Driver: Land Use Compatibility Statement (LUCS) issued by Lane County; Biosolids Management Plan and Recycled Water Use Plan under the MWWC's NPDES permit.

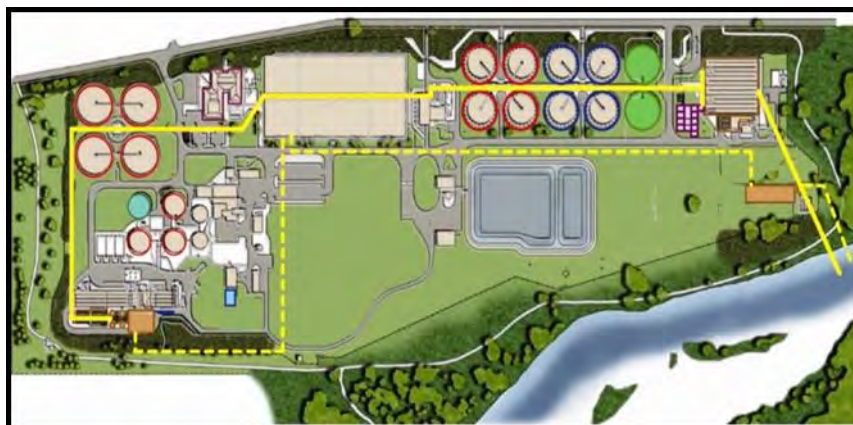
Project Trigger: Maturity of each 12-year rotation age cycle in conformance with agricultural use rules.

Estimated Project Cost: \$1,982,000

Estimated Cash Flow: FY 13-14 = \$116,009; FY 14-15 = \$114,465; FY 15-16 = \$136,814; FY 16-17 = \$105,653; FY 17-18 = \$435,573; FY 18-19 = \$138,388; FY 19-20 = \$110,007; FY 20-21 = \$165,236; FY 21-22 = \$600,000; FY 22-23 = \$60,000

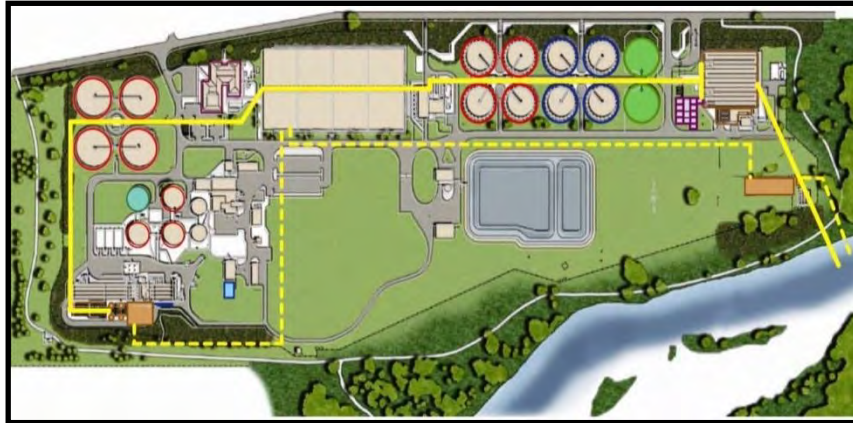
Expenditure/Category:	Prior	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	Total
	Years	Est. Act.						
Design/Construction	\$1,156,909	\$165,236	\$660,000	\$0	\$0	\$0	\$0	\$1,982,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost	\$1,156,909	\$165,236	\$660,000	\$0	\$0	\$0	\$0	\$1,982,000

COMPREHENSIVE FACILITIES PLAN UPDATE (P80101)



- Description:** This will be the first MWMC Comprehensive Facilities Plan Update since the 2004 MWMC Facilities Plan. The update could include stormwater planning for the WPCF, NPDES permit renewal, system development charge evaluation, facilities planning technical services, and cost estimating for a 20-year planning horizon. The update will draw on the most recent plant data, permit compliance requirements, and available technology in order to ensure the MWMC continues to meet future regulations, environmental standards, and community growth.
- Status:** As of January 2021, consultant is drafting the WPCF stormwater master plan. The bulk of the planned budget is reserved for future implementation of planning work in response to the MWMC's anticipated NPDES permit renewal (Fall of 2021).
- Justification:** Plan future conveyance and treatment upgrades and/or expansions to meet regulatory requirements, preserve public health, community growth, and water quality standards.
- Project Driver:** Provide comprehensive facilities planning to develop the capital program for the upcoming 20-year period once the MWMC receives new regulatory requirements under the next NPDES permit renewal.
- Project Trigger:** The stormwater planning portion is triggered to address local building permit requirements for MWMC construction projects. The remaining project scope will be initiated by the next NPDES permit renewal schedule, listed as year 2021.
- Estimated Project Cost:** \$2,230,000
- Estimated Cash Flow:** FY 18-19 = \$35,701; FY 19-20 = \$15,174; FY 20-21 = \$109,125; FY 21-22 = \$600,000; FY 22-23 = \$1,470,000

Expenditure/Category:	Prior	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	Total
	Years	Est. Act.						
Design/Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$50,875	\$109,125	\$600,000	\$1,470,000	\$0	\$0	\$0	\$2,230,000
Total Cost	\$50,875	\$109,125	\$600,000	\$1,470,000	\$0	\$0	\$0	\$2,230,000

FACILITY PLAN ENGINEERING SERVICES (P80110)

Description:	Engineering/technical consultant services for analysis, project definition, cost estimating, design feedback, and general consultation regarding the MWMC Facilities Plan follow up (2023 to 2028). The related project P80090 was closed out in 2021.
Status:	After the MWMC upcoming permit renewal, staff anticipates updating the Facilities Plan under P80101 and as needed follow up support via P80110 Facility Plan Engineering Services.
Justification:	Consultant services to provide ongoing technical and engineering resources as needed after the MWMC Comprehensive Facilities Plan Update (P80101).
Project Driver:	Ongoing engineering support.
Project Trigger:	Ongoing need.
Estimated Cost:	\$650,000 (2023 to 2028)
Estimated Cash Flow:	FY 23-24 = \$120,000; FY 24-25 = \$120,000; FY 25-26 = \$130,000; FY 26-27 = \$140,000; FY 27-28 = \$140,000

<u>Expenditure/Category:</u>	<u>Prior</u>	<u>2020-2021</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>	<u>Total</u>
	<u>Years</u>	<u>Est. Act.</u>						
Design/Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$120,000	\$120,000	\$130,000	\$370,000
Total Cost	\$0	\$0	\$0	\$0	\$120,000	\$120,000	\$130,000	\$370,000

GLENWOOD PUMP STATION UPGRADE (P80064)

Description: Expand Glenwood pump station capacity to accommodate growth and meet Oregon Department of Environmental Quality (DEQ) wastewater pump station design requirements. The pump station was designed with stalls for additional pumps. Two pumps are currently installed with space for two additional pumps to be added when flow to the pump station increases with development of the Glenwood and Laurel Hills basins. In 2019, the P80096 Resiliency Planning study recommended onsite geotechnical evaluation and additional improvements.

Status: Continuing to monitor the Glenwood pump station operations and performance.

Justification: Additional pumping capacity will be required at this MWMC pump station to handle increasing flows in the Glenwood area (Springfield) and the Laurel Hill area (Eugene).

Project Driver: Oregon DEQ wastewater pump station redundancy requirements and 2019 Resiliency study recommendations.

Project Trigger: Peak wet weather instantaneous flow reaches 80 percent of the pump station firm capacity.

Estimated Project Cost: \$2,050,000

Estimated Cash Flow: FY 20-21 = \$250,000; FY 21-22 = \$1,540,000; FY 22-23 = \$260,000

<u>Expenditure/Category:</u>	<u>Prior</u>	<u>2020-21</u>		<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>	<u>Total</u>
	<u>Years</u>	<u>Est.</u>	<u>Act.</u>						
Design/Construction	\$0	\$250,000	\$1,800,000	\$0	\$0	\$0	\$0	\$0	\$2,050,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost	\$0	\$250,000	\$1,800,000	\$0	\$0	\$0	\$0	\$0	\$2,050,000

ADMINISTRATION BUILDING IMPROVEMENTS (P80104)



Description: This project will address the Administration/Operations Building workspace needs at the Water Pollution Control Facility (WPCF). It is a follow up to the 2018-2019 construction of the P80085 new laboratory building and expansion of the existing maintenance building. In 2019, the P80096 Resiliency Planning study recommended evaluating MWMc options for building space including: a) constructing a new MWMc building for immediate occupancy/use after a major natural disaster, or b) upgrade the existing building for immediate occupancy post-earthquake (magnitude 9.0 event). There are challenges and benefits with each of these two options that will be explored during the initial planning phase of this project. With the creation of a building meeting immediate occupancy design, a pre-designated "Incident Command Post" could be utilized at the WPCF site after a natural disaster. The existing 1982 building is currently used for operating and control of the MWMc treatment facility.

Status: As of January 2021, staff is creating a P80104 request for proposals for design consulting services.

Justification: The original design and construction of the WPCF Administration/Operations Building was completed February 1982 under older building codes. Since that time, use of the building and associated construction codes have changed substantially necessitating the need to reevaluate the MWMc building options to address level of service goals after a nature disaster (earthquake or flooding).

Project Driver: The need to update the existing Administration/Operations building is driven by the necessity to provide a safe and efficient work environment for the WPCF staff. Many of the planned changes stem from a changing wastewater/environmental business because of changing regulations since the WPCF was originally constructed in 1982. Also, address the P80096 recommended level of service goals to operate after magnitude 9.0 earthquake issue.

Project Trigger: Expansion and changes needed for functionality, safety, and natural disaster resiliency.

Estimated Project Cost: \$7,600,000

Estimated Cash Flow: FY 20-21 = \$370,000; FY 21-22 = \$2,000,000; FY 22-23 = \$5,130,000; FY 23-24 = \$100,000

Expenditure/Category:	Prior	2020-21		2021-22	2022-23	2023-24	2024-25	2025-26	Total
	Years	Est.	Act.						
Design/Construction	\$0	\$370,000		\$7,230,000	\$0	\$0	\$0	\$0	\$7,600,000
Other	\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0
Total Cost	\$0	\$370,000		\$7,230,000	\$0	\$0	\$0	\$0	\$7,600,000

CLASS A DISINFECTION FACILITIES (P80098)

Description: Provides disinfection, storage, and distribution facilities needed to bring tertiary filtered effluent to Class A standards on a consistent and reliable basis for initial demonstration of recycled water uses on- and off-site of the MWMC treatment site. The project includes the design, bidding, construction, and permitting of Class A recycled water disinfection facilities.

Status: As of January 2021, notice to proceed to the P80098 design consultant.

Justification: Class A recycled water is necessary to expand recycled water to landscaping, street tree, and industrial uses. Demonstration of Class A quality and reliability is necessary for stakeholder acceptance and future adoption of expanded recycled water uses.

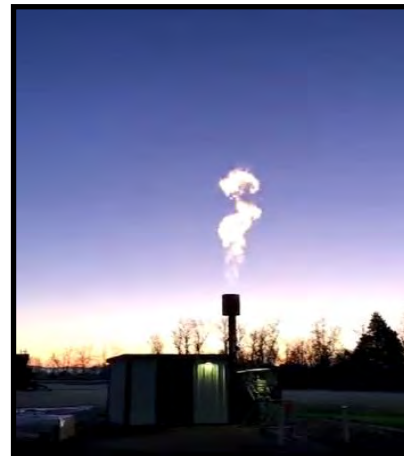
Project Driver: The Thermal Load Mitigation Alternatives Evaluation, Recycled Water Program Implementation Planning, Phase 2 Study (dated August 2014) recommended demonstration scale use of Class A recycled water to address stakeholder acceptability issues identified as barriers to full-scale recycled water uses.

Project Trigger: Pilot recycled water demonstration sites with willing, ready-to-proceed partners have been identified, including City of Eugene (street tree watering) and industrial aggregate sites for equipment washing.

Estimated Project Cost: \$8 million (recycled water Class A infrastructure and upgrade one structure for 9.0 magnitude earthquake preparedness related to MWMC P80096 level of service goals)

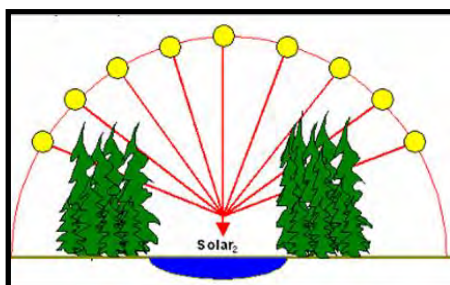
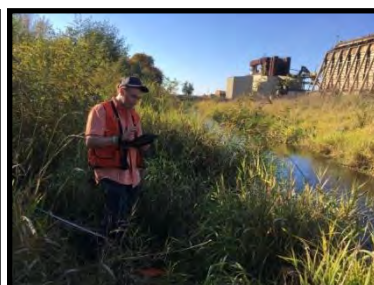
Estimated Cash Flow: FY 18-19 = \$836; FY 19-20 = \$15,934; FY 20-21 = \$1,213,230; FY 21-22 = \$1,850,000; FY 22-23 = \$4,920,000

Expenditure/Category:	Prior Years	2020-21 Est. Act.	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Design/Construction	\$16,770	\$1,213,230	\$6,770,000	\$0	\$0	\$0	\$0	\$8,000,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost	\$16,770	\$1,213,230	\$6,770,000	\$0	\$0	\$0	\$0	\$8,000,000

RENEWABLE NATURAL GAS (RNG) UPGRADES (P80095)

- Description:** This project provides the planning, decision support, new agreements, design and construction of Renewable Natural Gas (RNG) Upgrades consisting of biogas purification facilities at the treatment plant and connection to the Northwest Natural utility grid. Together, the new system will allow the MWMC to sell the upgraded gas (RNG) as a renewable fuel through offtake agreement(s).
- Status:** Construction notice to proceed was issued on May 5, 2020. As of January 2021, we hope to confirm RNG system performance in April/May/June of 2021. Additional agreements are with Blue Source LLC for the RNG environmental credits and Northwest Natural Gas Company to purchase the MWMC purified biogas (also called brown gas).
- Justification:** Full utilization of the MWMC's biogas resource.
- Project Driver:** Currently, the WPCF can only utilize approximately 66% of the biogas produced with the remaining 34% being flared as a waste product.
- Project Trigger:** Commission approval in year 2019 for RNG design and construction contract award in April 2020.
- Estimated Project Cost:** \$14,500,000
- Estimated Cash Flow:** FY-17-18 = \$258,334; FY 18-19 = \$1,246,389; FY 19-20 = \$2,300,385; FY 20-21 = \$8,694,892; FY 21-22 = \$2,000,000

	<u>Prior</u>	<u>2020-21</u>						
<u>Expenditure/Category:</u>	<u>Years</u>	<u>Est. Act.</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>	<u>Total</u>
Design/Construction	\$3,805,108	\$8,694,892	\$2,000,000	\$0	\$0	\$0	\$0	\$14,500,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost	\$3,805,108	\$8,694,892	\$2,000,000	\$0	\$0	\$0	\$0	\$14,500,000

RIPARIAN SHADE CREDIT PROGRAM (P80080)

Description: This project facilitates the generation of water quality trading credits for temperature through implementation of riparian shade restoration projects. The MWMC is part of the Pure Water Partners collaborative with EWEB to partner on watershed projects in the McKenzie and other upper Willamette watersheds. The project includes the ongoing long-term monitoring and reporting associated with the MWMC's pilot "shade sponsorship" projects that were implemented in 2013 thru 2016.

Status: November 2020: The Pure Water Partners Memorandum of Agreement was finalized in 2020 and will be formally entered into in 2021. The Credit Program Manager contract with The Freshwater Trust will be amended to address the credit-production schedule for new MWMC temperature credits, including the two pilot Pure Water Partners project sites initiated in 2020 and the ongoing maintenance of the three Sponsorship pilot projects planted in 2013-2016.

Justification: The Pure Water Partners program is the MWMC's leading and most cost-effective strategy for thermal load compliance. The MWMC formally started the Pure Water Partners program in FY 18-19 under the EWEB intergovernmental agreement and contracting of a long-term credit program manager for project implementation. Sponsorship pilot projects have ongoing contractual obligations through the year 2034 to maintain the sites enrolled for MWMC regulatory credit.

Project Driver: Ongoing shade contract commitment plus additional NPDES permit compliance needs based on updated temperature standards, TMDL, and associated thermal load limits.

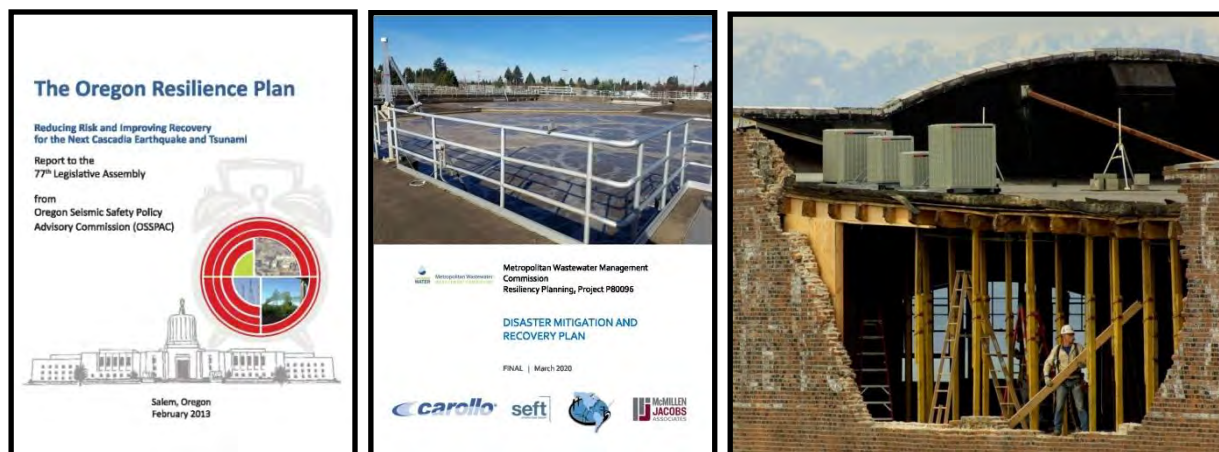
Project Trigger: Impending NPDES permit renewal currently scheduled for issuance in year 2021.

Estimated Project Cost: \$5 million (estimate 2012 to 2034)

Estimated Cash Flow: FY 12-13 = \$84,621; FY 13-14 = \$77,394; FY 14-15 = \$79,245; FY 15-16 = \$102,191; FY 16-17 = \$58,948; FY 17-18 = \$0; FY 18-19 = \$172,119; FY 19-20 = \$260,482; FY 20-21 = \$276,397; FY 21-22 = \$1,370,000; FY 22-23 = \$1,000,000; FY 23-24 = \$1,000,000; FY 24-25 = \$500,000; FY 25-26 = \$10,000; FY 26-27 = \$20,000; FY 27-28 = \$20,000; FY 28-29 = \$20,000; FY 29-30 = \$20,000

Expenditure/Category:	Prior	2020-21		2021-22	2022-23	2023-24	2024-25	2025-26	Total
	Years	Est.	Act.						
Design/Construction	\$768,603	\$276,397		\$1,370,000	\$1,000,000	\$1,000,000	\$500,000	\$10,000	\$4,925,000
Other	\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0
Total Cost	\$768,603	\$276,397		\$1,370,000	\$1,000,000	\$1,000,000	\$500,000	\$10,000	\$4,925,000

RESILIENCY FOLLOW-UP (P80109)

**Description:**

This project provides follow-up evaluation and some implementation of the P80096 Resiliency Study (Disaster Mitigation and Recovery Plan - dated March 2020). The 2019 study recommended seismic and flooding mitigation projects estimated at \$34.6-million to be coordinated with the MWMC ongoing infrastructure/facilities construction program. The main objective is to address “level of service” goals before a natural disaster such as 9.0 magnitude earthquake or major flooding. Also, the MWMC should continue to communicate with the agencies that prepare for natural disasters that can impact the Eugene/Springfield community.

Status:

As of January 2021: Completed qualification based selection of on-call engineering consultants to help with the recommendations from the P80096 Resiliency Study regarding proposed mitigation projects to reduce the impact of flooding and earthquake (magnitude 9.0) issues.

Justification:

The MWMC’s facilities and wastewater conveyance and treatment services are integral to protection of the community and public health following a major disaster such as the anticipated Cascadia Subduction Zone Earthquake and major flooding.

Project Driver:

Cost effectively ensure reasonable recovery of MWMC’s core facilities and services following major disaster impacts after earthquake or flooding.

Project Trigger:

Per Commission direction, consultant work began in July 2018. The MWMC plan with consultant recommendations is dated March 2020.

Estimated Project Cost: Mitigation recommendations estimate: \$34.6-million (2019 dollars)

Estimated Cash Flow: FY 20-21 = \$210,000; FY 21-22 = \$490,000; FY 22-23 = \$3,000,000; FY 23-24 = \$300,000; FY 24-25 = \$300,000; FY 25-26 = \$800,000; and continue the MWMC mitigation work estimated above \$34-million

<u>Expenditure/Category:</u>	<u>Prior</u>	<u>2020-21</u>		<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>	<u>Total</u>
	<u>Years</u>	<u>Est.</u>	<u>Act.</u>						
Design/Construction	\$0	\$210,000		\$490,000	\$3,000,000	\$300,000	\$300,000	\$800,000	\$5,100,000
Other	\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0
Total Cost	\$0	\$210,000		\$490,000	\$3,000,000	\$300,000	\$300,000	\$800,000	\$5,100,000

AERATION BASIN IMPROVEMENTS – PHASE 2 (P80100)**Description:**

Aeration System (Phase 2): Recent recommendations are to evaluate and consider improving parts of the existing secondary treatment systems. Upcoming early work items to be evaluated are changes to the existing air piping, change to the diffuser/mixing systems, and consider upgrading older blower equipment. Future upgrades include adding step feed, anoxic selectors, and fine bubble diffusers to four of the eight cells of the aeration basins and make hydraulic improvements. This project was originally the North Aeration Basin Improvements project; however, the Phase 1 final design in 2007 recommended improvements to the four eastern most basins as a first phase would allow for better hydraulics and more operational flexibility. Phase 1 construction was completed in March 2009.

In January 2016, the project scope and cost (estimate \$750K in 2015) increased to include replacement of existing aeration basin gates, valves, and spray system.

Status:

As of January 2021: Brown and Caldwell is evaluating the existing aeration system.

Justification:

Improve secondary treatment process. Increase the dry weather aeration basin treatment capacity with respect to ammonia (with nitrification) and increase the wet weather treatment capacity.

Project Driver:

National Pollution Discharge Elimination System (NPDES) permit includes ammonia limits requiring nitrification in dry weather and expansion of wet weather capacity to treat wet weather flows to meet NPDES permit monthly and weekly suspended solids limits.

Project Trigger:

Address water quality requirements (need to evaluate the requirements based on the MWMC next NPDES permit renewal anticipated in year 2021).

Estimated Project Cost: \$16,500,000 (including upgrading westerly basins)

Estimated Cash Flow: FY 19-20 = \$108,014; FY 20-21 = \$1,451,986; FY 21-22 = \$440,000; FY 22-23 = \$0; FY 23-24 = \$1,600,000; FY 24-25 = \$6,700,000; FY 25-26 = \$6,200,000

<u>Expenditure/Category:</u>	<u>Prior</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>	<u>Total</u>
	<u>Years</u>	<u>Est. Act.</u>						
Design/Construction	\$108,014	\$1,451,986	\$440,000	\$0	\$1,600,000	\$6,900,000	\$6,000,000	\$16,500,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost	\$108,014	\$1,451,986	\$440,000	\$0	\$1,600,000	\$6,900,000	\$6,000,000	\$16,500,000

RECYCLED WATER DEMONSTRATION PROJECTS (P80099)



Description: This project provides for stakeholder engagement, community communication/outreach, and any additional design, construction, permitting, and implementation of recycled water point-of-use needs beyond the MWMC's point-of-delivery of Class A recycled water product. Project may entail onsite upgrades and retrofits to allow the use of recycled water in partnership with end-users, point-of-delivery metering, piping, and controls, user training and information materials, and public interpretative signage.

Status: December 2020: Letters of intent from three demonstration site partners were secured in 2020 and planning of demonstration site use is underway in parallel with the Class A Disinfection Facilities design contract approved by the MWMC on October 9, 2020. A recycled water advisory network and informational strategy was launched in 2020 to facilitate community partner and stakeholder identification of future Class A recycled water uses.

Justification: Demonstration of the MWMC's capability and consistency of recycled water for use in a safe, effective, and publicly accepted manner is a key step toward future, larger-scale, recycled water uses. Future recycled water uses may be an important strategy for diverting effluent from the Willamette River to meet NPDES permit discharge limits for temperature and other benefits, including providing community water resource partnership opportunities.

Project Driver: The Thermal Load Mitigation Alternatives Evaluation, Recycled Water Program Implementation Planning, Phase 2 Study (dated August 2014) recommended demonstration scale use of Class A recycled water to address stakeholder acceptability issues identified as barriers to full-scale recycled water uses.

Project Trigger: Pilot Class A recycled water demonstration sites with willing, ready-to-proceed partners have been identified, including City of Eugene street tree watering and industrial aggregate site equipment washing via private/public partnership.

Estimated Project Cost: \$410,000

Estimated Cash Flow: FY 19-20 = \$27,899; FY 20-21 = \$42,101; FY 21-22 = \$200,000; FY 22-23 = \$140,000

Expenditure/Category:	<u>Prior</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>	<u>Total</u>
	<u>Years</u>	<u>Est. Act.</u>						
Design/Construction	\$27,899	\$42,101	\$340,000	\$0	\$0	\$0	\$0	\$410,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost	\$27,899	\$42,101	\$340,000	\$0	\$0	\$0	\$0	\$410,000

TERTIARY FILTRATION - PHASE 2 (P80102)

Description: The phased work program will install infrastructure/support facilities for 30 mgd of filters for tertiary filtration of secondary treated effluent. Phase 2 is planned to install filter system technology sufficient for another 10 mgd of treatment that will increase the total filtration capacity to 20 mgd. The Phase 3 project will install the remaining filtration technology to meet the capacity needs identified in the 2004 MWMC Facilities Plan.

In January 2016, the project scope and cost (estimate \$530K in 2015) increased to include updating electrical switchgear and install tertiary filter flushing headers/pipe vents.

Status: Tertiary Filtration (Phase 2) project is anticipated to start design development in fiscal year 22-23.

Justification: The 2004 MWMC Facilities Plan proposes phasing filters on a phased work program. Filtration provides high quality secondary effluent to help meet permit requirements and potential Class A recycled water product.

Project Driver: Performance reliability to meet the dry weather NPDES total suspended solids limits of less than 10 mg/L, reuse development, and compliance with effluent limits during peak flow conditions.

Project Trigger: NPDES permit compliance for total suspended solids (TSS): Dry weather maximum month flow in excess of 49 mgd. Also, provide higher quality effluent so that reuse options can be developed. Continue to monitor the MWMC NPDES permit renewal timing listed as year 2021.

Estimated Project Cost: \$16,500,000

Estimated Cash Flow: FY 22-23 = \$1,500,000; FY 23-24 = \$6,000,000; FY 24-25 = \$8,800,000; FY 25-26 = \$200,000

Expenditure/Category:	Prior	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	Total
	Years	Est. Act.						
Design/Construction	\$0	\$0	\$0	\$3,500,000	\$8,500,000	\$4,500,000	\$0	\$16,500,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost	\$0	\$0	\$0	\$3,500,000	\$8,500,000	\$4,500,000	\$0	\$16,500,000

THERMAL LOAD MITIGATION – IMPLEMENTATION (P80063)

Description: This funding source provides thermal load implementation money related to projects as they are developed - such as the Riparian Shade Credit Program (P80080) and Class A recycled water disinfection facilities and demonstration projects (P80098 and P80099) - and will implement other thermal load mitigation projects anticipated as part of a multi-pronged compliance strategy. Anticipated projects include recycled water use expansion at MWMC facilities, extension of recycled water services to community partners, and other strategies to reduce the MWMC's total thermal load impact related to the Willamette River.

Status: Project definition is in progress as part of the NPDES permit renewal preparation for the MWMC's 10-year compliance strategy for temperature. This project may be split to fund additional water quality trading credits under the Pure Water Partners IGA/MOA (via P80080) as well as recycled water project implementation. Final recommendations for P80063 are pending completion of the thermal load mitigation assessment under P80062 in spring 2021.

Justification: The 2004 MWMC Facilities Plan recommended phased implementation of recycled water use for thermal load compliance, including Class A greenspace irrigation. The Thermal Load Mitigation Alternatives Evaluation, Recycled Water Program Implementation Planning, Phase 2 Study (dated August 2014) identified riparian shade credits as the primary near-term compliance strategy, coupled with expanded use and storage of recycled water at the MWMC's facilities and Class A demonstration uses with identified partners. The recommendations include long-term development of recycled water projects and partnerships.

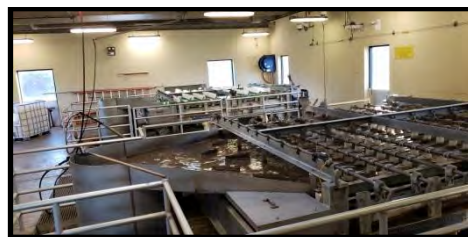
Project Driver: NPDES permit thermal load limit compliance as required under updated Oregon temperature standards and implementation. Future thermal load mitigation projects serve as a complement, or backstop measure, to the Riparian Shade Credits project.

Project Trigger: Project implementation as necessary for compliance with Oregon's temperature standard. The MWMC NPDES permit renewal is scheduled for fall of 2021.

Estimated Project Cost: \$9 million (placeholder estimate)

Estimated Cash Flow: FY 13-14 = \$1,531; FY 14-15 = \$7,871; FY 15-16 = \$9,689; FY 16-17 = \$4,734; FY 17-18 = \$53,911; FY 18-19 = -\$45,477; FY 19-20 = \$0; FY 20-21 = \$0; FY 21-22 = \$0; FY 22-23 = \$3,000,000; FY 23-24 = \$3,000,000; FY 24-25 = \$3,000,000

	<u>Prior</u>	<u>2020-21</u>						
<u>Expenditure/Category:</u>	<u>Years</u>	<u>Est. Act.</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>	<u>Total</u>
Design/Construction	\$0	\$0	\$0	\$3,000,000	\$3,000,000	\$3,000,000	\$0	\$9,000,000
Other	\$32,259	\$0	\$0	\$0	\$0	\$0	\$0	\$32,259
Total Cost	\$32,259	\$0	\$0	\$3,000,000	\$3,000,000	\$3,000,000	\$0	\$9,032,000

WASTE ACTIVATED SLUDGE THICKENING (P80078)

Description:	Third gravity belt thickener (GBT) with associated at grade building. Assumes additional basement floor space is not required.
Status:	Continue to monitor the timing of this project.
Justification:	Provide additional capacity for waste active sludge (WAS) thickening process.
Project Driver:	Additional capacity to provide WAS thickening with one unit offline at WWMW upper limit flow projections. Nitrification required by the NPDES permit and increasing wastewater flows and loads generates more WAS solids. Provide ability to conduct recuperative thickening.
Project Trigger:	Exceeding solids and hydraulic loading rate design criteria.
Estimated Project Cost:	\$6,200,000
Estimated Cash Flow:	FY 24-25 = \$1,200,000; FY 25-26 = \$4,900,000; FY 26-27 = \$100,000

<u>Expenditure/Category:</u>	<u>Prior</u> <u>Years</u>	<u>2020-21</u> <u>Est. Act.</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>	<u>Total</u>
Design/Construction	\$0	\$0	\$0	\$0	\$0	\$1,200,000	\$5,000,000	\$6,200,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost	\$0	\$0	\$0	\$0	\$0	\$1,200,000	\$5,000,000	\$6,200,000

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Public Forum

Meeting Date: May 10, 2021
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 3
Staff Contact: Beth Forrest
Contact Telephone Number: 541-682-5882

ISSUE STATEMENT

This segment allows citizens the opportunity to express opinions and provide information to the council. Testimony presented during the Public Forum should be on city-related issues and should not address items which have already been heard by a Hearings Official or are on the present agenda as a public hearing item.

SUGGESTED MOTION

No action is required; this is an informational item only.

FOR MORE INFORMATION

Staff Contact: Beth Forrest
Telephone: 541-682-5882
Staff E-Mail: bforrest@eugene-or.gov

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Approval of a Resolution Annexing Land to the City of Eugene (Assessor's Map 17-04-23-11; Tax Lot 4402; Located at 665 Horn Lane) (City File: Clark Tippin; A 21-1)

Meeting Date: May 10, 2021
Department: Planning and Development
www.eugene-or.gov

Agenda Item Number: 4A
Staff Contact: Althea Sullivan
Contact Telephone Number: 541-682-5485

ISSUE STATEMENT

This item is a request to annex property located at 665 Horn Lane. The property to be annexed is approximately .44 acres and is located north of Horn Lane and west of River Road. No public right-of-way is proposed for annexation as part of this request and there is no formal deadline for Council action on this item. A vicinity map is provided as Attachment A.

The property is zoned R-1 Low-Density Residential with the /UL Urbanizable Land Overlay. Both the Metro Plan and the applicable refinement plan, the River Road – Santa Clara Urban Facilities Plan, designate the subject property for low density residential use. The area of annexation is located within the City's urban growth boundary (UGB) and is adjacent to the City limits along the property's western boundary. Annexation will allow for future development consistent with the property's land use designation and the Eugene Code. Specific plans for future development of the site are not included as part of this annexation application.

BACKGROUND

To encourage compact urban growth and sequential development within Eugene's UGB, the Metro Plan provides that ultimately all land within the UGB will be annexed into the City and provided with a minimum level of urban services.

Approval of annexation requests is based on the criteria at Eugene Code Section 9.7825 which require that: (1) the land proposed to be annexed is within the City's UGB and is contiguous to the City limits or separated from City limits only by a right-of-way or water body; (2) the proposed annexation is consistent with the applicable policies in the Metro Plan and in any applicable refinement plans; and (3) the proposed annexation will result in a boundary in which the minimal level of key urban facilities and services can be provided in an orderly, efficient, and timely manner. Findings demonstrating that the annexation request is consistent with these approval criteria are included as Exhibit C to the attached draft resolution (see Attachment B).

To provide nearby property owners and residents an opportunity to review and comment on this annexation request, public notice was provided to all owners and occupants of property within 500 feet of the subject property and the affected neighborhood association (River Road

May 10, 2021, Meeting – Item 4A

Community Organization) consistent with Eugene Code requirements. Staff received several phone calls from neighbors of the subject property. Concerns were expressed about activities currently occurring on the subject property, and general disarray of the site. Individuals also expressed concern about what might come next on the site, and where a new home would be allowed. None of the comments expressed concerns with the approval criteria, or whether the property was eligible for annexation. No written testimony has been received to date regarding the proposed annexation of this property.

Referral comments were provided by affected agencies including City of Eugene Public Works and Eugene Water & Electric Board. These referral comments confirm that the property can be provided with the minimum level of key urban services consistent with the approval criteria. Given the findings of compliance, ability for the provision of key urban services, and absence of any testimony, a public hearing is not recommended in this instance.

Additional background information regarding this request, including relevant application materials, is included for reference as Attachment C. A full copy of all materials in the record is also available at the Permit and Information Center located at 99 West 10th Avenue. To take preventative measures for community members and staff safety against the spread of COVID-19, please contact the listed staff representative about alternatives for reviewing materials or the staff report. Copies may be also obtained at a reasonable cost.

COUNCIL OPTIONS

City Council may consider the following options:

1. Adopt the draft resolution
2. Adopt the draft resolution with specific modifications as determined by the City Council
3. Deny the draft resolution
4. Defer action until after the council holds a public hearing on the proposed annexation

CITY MANAGER'S RECOMMENDATION

The City Manager recommends that the City Council adopt the resolution by finding that the request complies with all applicable approval criteria, and that the annexation be approved.

SUGGESTED MOTION

Move to adopt a resolution approving the proposed annexation request consistent with the applicable approval criteria.

ATTACHMENTS

- A. Vicinity Map
- B. Draft Annexation Resolution with Exhibits A through C
 - Exhibit A: Map of Annexation Request
 - Exhibit B: Legal Description
 - Exhibit C: Planning Director Findings and Recommendation
- C. Application Materials for Annexation Request

FOR MORE INFORMATION

Staff Contact: Althea Sullivan

Telephone: 541-682-5485

Staff E-Mail: ASullivan@eugene-or.gov



-  Subject Property
-  Eugene City Limits
-  Taxlots



Caution: This map is based on imprecise source data, subject to change, and for general reference only.

Created on 4/9/2021
by City of Eugene Planning Division



RESOLUTION NO. _____**RESOLUTION ANNEXING LAND TO THE CITY OF EUGENE
(ASSESSOR'S MAP 17-04-23-11, TAX LOT 4402 LOCATED AT 665 HORN
LANE).****The City Council of the City of Eugene finds that:**

A. An annexation application was submitted on January 25, 2021, by Clark Tippin, in accordance with the provisions of Section 9.7810 of the Eugene Code, 1971, ("EC") to annex property identified as Assessor's Map 17-04-23-11, Tax Lot 4402, to the City of Eugene.

B. The property proposed to be annexed is depicted on the map attached as Exhibit A to this Resolution. The legal description of the property proposed to be annexed is attached to this Resolution as Exhibit B.

C. The City's Planning Director has submitted a written recommendation that the application be approved based on the criteria of EC 9.7825. The Planning Director's Findings and Recommendation are attached as Exhibit C.

D. On April 9, 2021, a notice containing the street address, the assessor's map and tax lot number for the property, a description of the land proposed to be annexed, and the Planning Director's preliminary recommendation was mailed to the applicant, owners and occupants of properties located within 500 feet of the perimeter of the subject property, and the River Road Community Organization. The notice advised that the City Council would consider the Planning Director's full recommendation on the proposed annexation on May 10, 2021.

E. After considering the Planning Director's recommendation, the City Council finds that the application should be approved.

NOW, THEREFORE,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a
Municipal Corporation of the State of Oregon, as follows:**

Section 1. Based on the above findings and the Planning Director's Findings and Recommendation which are attached as Exhibit C and are adopted in support of this Resolution, it is ordered that the land identified as Assessor's Map 17-04-23-11, Tax Lot 4402, which is depicted on the map attached as Exhibit A, and more particularly described in the attached Exhibit B, is annexed to the City of Eugene.

Section 2. This Resolution is effective immediately upon its passage by the City Council. The annexation and the automatic rezoning of the land pursuant to EC 9.7820(3) from R-1 Low-

Density Residential with /UL Urbanizable Land Overlay to R-1 Low-Density Residential shall become effective in accordance with State law.

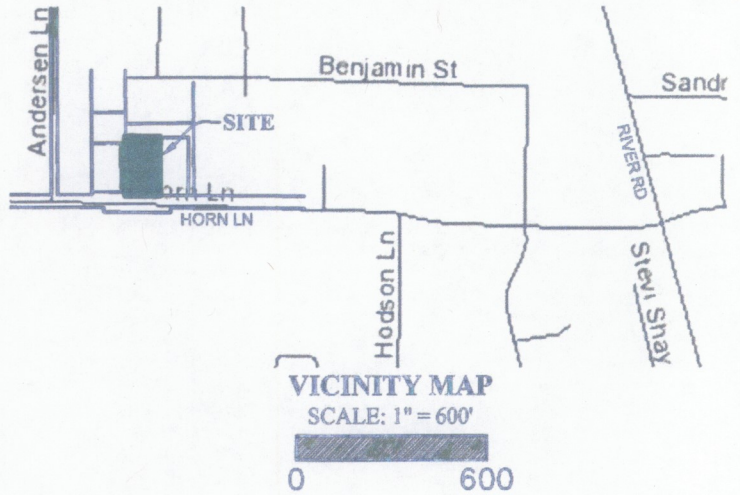
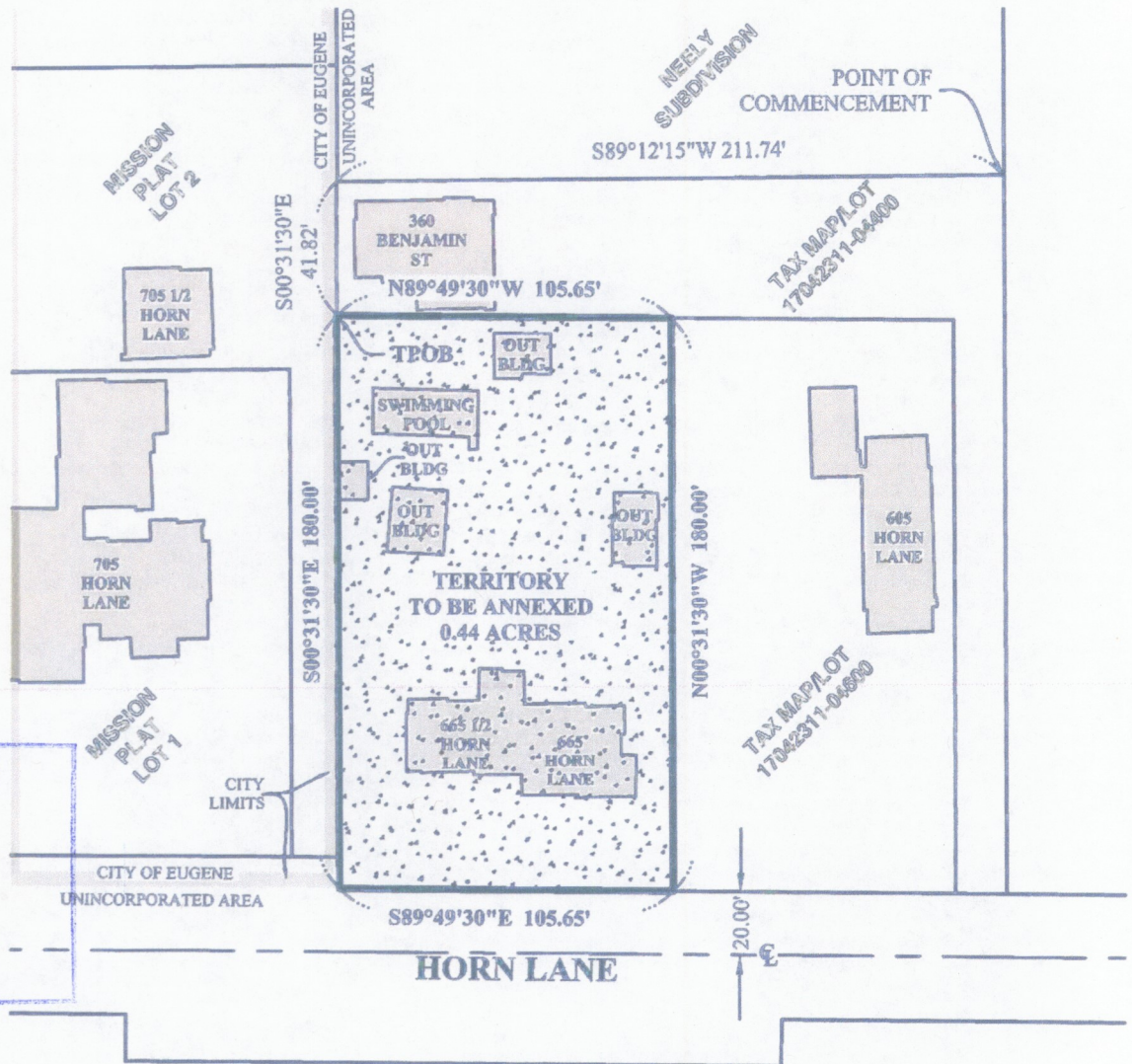
The foregoing Resolution adopted the ____ day of May, 2021.

City Recorder

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JULY 20, 1993
REX A. BETZ
#2606

RENEWS: 12/31/21



RECEIVED

JAN 25 2021

CITY OF EUGENE
PLANNING DIVISION

ANNEXATION EXHIBIT
665 HORN LANE, EUGENE OREGON
TAX MAP/LOT 17042311-04402
FEBRUARY 10, 2020



EGR & Associates, Inc.

Engineers, Geologists, and Surveyors

2535B Prairie Road
Eugene, Oregon 97402

(541) 688-8322
Fax (541) 688-8007

Exhibit B

DESCRIPTION OF AFFECTED TERRITORY TO BE ANNEXED

Situated in the Northeast 1/4 of the Northeast 1/4 of Section 23 in Township 17 South, Range 4 West of the Willamette Meridian in unincorporated area of Lane County, State of Oregon and described as follows:

Being all of the lands that were conveyed to Clark Tippin in that certain Warranty Deed that was recorded June 29, 2005 at Reception Number 2005-047924 in Lane County Oregon Deed Records. The perimeter boundary of said lands is more particularly described as follows:

Commencing at the Southeast corner of the Neely Subdivision as platted and recorded January 2, 1963 in Book 36 at Page 25 in Lane County Oregon Plat Records; thence westerly and running along the South line of said subdivision and the westerly extension thereof, South 89°12'15" West 211.74 feet to a point; and thence South 0°31'30" East 41.42 feet to the TRUE POINT OF BEGINNING [being a point that lies on the existing city limits line of the City of Eugene];

THENCE, southerly from and leaving said TRUE POINT OF BEGINNING, the following one numbered course: (1) South 0°31'30" East 180.00 feet [along said city limits line] to the north margin of Horn Lane (a public right-of-way) as said margin is offset 20.00 feet northerly of the centerline of said right-of-way; THENCE, easterly along said north margin [and leaving said city limits line], the following one numbered course: (2) South 89°49'30" East 105.65 feet to a point; THENCE, northerly and leaving said north margin, the following one numbered course: (3) North 0°31'30" West 180.00 feet to a point; AND THENCE, westerly the following one numbered course: (4) North 89°49'30" West 105.65 feet RETURNING to the TRUE POINT OF BEGINNING [and said city limits line] and containing 0.44 acres, more or less.

Exhibit C



**Planning Director's Findings and Recommendation
Annexation Request for Clark Tippin
(City File: A 21-1)**

Application Submitted: January 25, 2021
Applicant: Clark Tippin
Property Included in Annexation Request: Tax Lot 04402 of Assessor's Map 17-04-23-11
Zoning: R-1 Low-Density Residential with /UL Urbanizable Land Overlay
Location: 665 Horn Lane
Lead City Staff: Althea Sullivan, Senior Planner, City of Eugene Planning Division, 541-682-5485

EVALUATION:

Based on the information provided by the applicant, the City has determined that this request complies with Eugene Code (EC) Section 9.7805 Annexation - Applicability. As such, it is subject to review and approval in accordance with the requirements, application criteria and procedures of EC 9.7800 through 9.7835. The applicable approval criteria are presented below in bold typeface with findings and conclusions following each.

EC 9.7825(1) The land proposed to be annexed is within the city's urban growth boundary and is: (a) Contiguous to the city limits; or (b) Separated from the city only by a public right of way or a stream, bay, lake or other body of water.	
Complies ☒ YES ☐ NO	Findings: The annexation area is within the City's urban growth boundary (UGB) and is contiguous to City limits along the property's western boundary, consistent with subsection (a).
EC 9.7825(2) The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans.	
Complies ☒ YES ☐ NO	Findings: Several policies from the <u>Metro Plan</u> provide support for this annexation by encouraging compact urban growth to achieve efficient use of land and urban service provisions within the UGB, including the following policies from the Growth Management section (in <i>italic text</i>): <i>Policy 8. Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that:</i> <i>a. A minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner.</i> <i>b. There will be a logical area and time within which to deliver urban services and facilities. Conversion of urbanizable land to urban shall also be consistent with the Metro Plan. (page II-C-4)</i> <i>Policy 10. Annexation to a city through normal processes shall continue to be the highest priority. (page II-C-5).</i>

		<p><i>Policy 15. Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services. While the time frame for annexation may vary, annexation should occur as land transitions from urbanizable to urban. (page II-C-5)</i></p> <p>The following policy from the Residential Element of the <u>Metro Plan</u> is also applicable:</p> <p><i>Policy A.2 Residentially designated land within the UGB should be zoned consistent with the <u>Metro Plan</u>, and applicable plans and policies; however, existing agricultural zoning may be continued within the area between the city limits and UGB until rezoned for urban uses.</i></p> <p>The <u>Metro Plan</u> designates the annexation area as appropriate for low-density residential use. The <u>River Road - Santa Clara Urban Facilities Plan (RR/SC UFP)</u> is the adopted refinement plan for the subject property, which also designates the area for low density residential use. The property is zoned R-1 Low-Density Residential with a /UL Urbanizable Land overlay, consistent with the existing <u>Metro Plan</u> and <u>RR/SC UFP</u> designations. The /UL overlay will be automatically removed from the property following annexation approval.</p> <p>Regarding applicable policies of the <u>RR/SC UFP</u>, the subject property is not within a defined subarea. Further, none of the general “Residential Land Use Policies” at Section 2.2 appear to be directly applicable to the subject request. The “Public Facilities and Services Element” policies of the <u>RR/SC UFP</u> are directed at local government; however, the premise of these policies (regarding the provision of urban services) is the assumption that property within the UGB will be annexed.</p> <p>As previously discussed in this subsection, and further detailed under subsection (3) below, the proposed annexation is consistent with <u>Metro Plan</u> growth management policies and can be served by the minimum level of key urban services. The annexation procedures beginning at EC 9.7800 are consistent with State law and therefore, as found throughout this report, the annexation is consistent with State law.</p> <p>Based on the findings above, the proposal is consistent with the applicable policies of the Metro Plan and RR/SC UFP refinement plan.</p>
EC 9.7825(3)		The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner.
Complies		Findings: Consistent with this criterion, the proposed annexation will result in a
☒ YES	☐ NO	boundary in which the minimum level of key urban facilities and services can be provided in an orderly, efficient, and timely manner as detailed below:

Wastewater

Wastewater service is available via an 8-inch public wastewater system within Horn Lane, south of the subject property. The existing residence on the subject property is already connected to the service, demonstrating that service exists.

Stormwater

The site does not have direct access to existing stormwater infrastructure to send stormwater off-site. If further development of the property occurs, treatment of stormwater will be further evaluated for consistency with City of Eugene policies and plans for treatment. With options to retain on-site or develop new infrastructure stormwater treatment can be provided in an orderly, efficient, and timely manner.

Transportation

The property has frontage on Horn Lane which is a public street that connects to other streets allowing access to the greater public street system. In the event further development occurs, additional evaluation of access to the public street system will take place.

Solid Waste

Collection service is provided by private firms. Regional disposal sites are operated by Lane County.

Water and Electric

Eugene Water and Electric Board (EWEB) Water staff confirm that water and electric services are available to the property. Water and electric services can be extended to the subject property in accordance with EWEB policies and procedures.

Public Safety

Police protection can be extended to this site upon annexation consistent with service provision through the City. Fire protection will be provided by Eugene Springfield Fire. Emergency medical services are currently provided on a regional basis and will continue in the same manner upon annexation.

Parks and Recreation

Parks and recreation programs are provided on a City-wide basis. The inclusion of the subject property in the City is sufficient evidence to demonstrate the minimum level of this key urban service is met.

Planning and Development Services

Planning and building permit services are provided for all properties located within the Urban Growth Boundary by the City of Eugene. The Eugene Code, Chapter 9, will provide the required land use controls for future development of the subject property upon annexation.

Communications

A variety of telecommunications providers offer communications services throughout the Eugene/Springfield area.

		<p><u>Public Schools</u></p> <p>The subject property is within Eugene School District 4J and is within the district boundary of River Road Elementary School, Kelly Middle School, and North Eugene High School. As access to schools is evaluated on a district-wide basis, the property's location within the school district is sufficient evidence to demonstrate the minimum level of this key urban service is met.</p>
--	--	---

CONCLUSION:

Based on the above findings, information submitted to date, and the criteria set forth in EC 9.7825, the proposed annexation is consistent with the applicable approval criteria. A map and legal description showing the area subject to annexation are included in the application file for reference. The effective date will be set in accordance with State law.

INFORMATIONAL ITEMS:

- Upon approval of the annexation, the base zoning of R-1 Low-Density Residential will remain; however, the /UL Urbanizable Lands overlay will be automatically removed from the annexation area. Please contact the Permit Information Center, Planner-on-Duty at 541-682-5377 for more information.
- Approval of this annexation does not relieve the applicant from complying with applicable codes and statutory requirements.



RECEIVED

JAN 25 2021

Attachment C

ANNEXATION

Please complete the following application checklist. Note that additional information may be required upon further review in order to adequately address the applicable criteria for approval. If you have any questions about filling out this application, please contact Planning staff at the Permit and Information Center, phone (541)682-5377, 99 West 10th Avenue, Eugene.

List all Assessor's Map and Tax Lot numbers of the property included in the request.

Assessor's Map	Tax Lot	Zoning	Acreage
170 42311	170 4231104402	NO RCP zoning	.44

Property Address: 665 Horn Lane, Eugene OR 97404

Plans for Future Development & Permit Number (if applicable): Partition of Property

Public Service Districts:

Name		
Parks:	River Rd Parks and Rec District	
Electric:	EWEB	
Water:	EWEB	
Sanitary Sewer:	EWEB	
Fire:	River Rd WD	
Schools:	Elementary: River Rd	Middle: Kelly High: North Eugene
Other:		

Filing Fee

- ☒ A filing fee must accompany all applications. The fee varies depending upon the type of application and is adjusted periodically by the City Manager. Check with Planning staff at the Permit and Information Center to determine the required fee or check website at www.eugeneplanning.org

Written Statement (Submit 5 copies)

- ☒ Submit a detailed written statement describing how this request is consistent with all applicable criteria (Section 9.7825 of the Eugene Code).

By signing, the undersigned certifies that he/she has read and understood the submittal requirements outlined, and that he/she understands that omission of any listed item may cause delay in processing the application. I (We), the undersigned, acknowledge that the information supplied in this application is complete and accurate to the best of my (our) knowledge. Attachment C

PROPERTY OWNER OF TAX LOT: 170 423110402

Name (print): Clark Tippin

Address: 665 Horn Ln

Email: greeneye.clark@gmail.com

City/State/Zip: Eugene OR 97404

Phone: 541-285-4670 Fax:

Signature: [Signature]

Date: 3/9/20

PROPERTY OWNER OF TAX LOT: _____

Name (print): _____

Address: _____

Email: _____

City/State/Zip: _____

Phone: _____

Fax: _____

Signature: _____

Date: _____

PROPERTY OWNER OF TAX LOT: _____

Name (print): _____

Address: _____

Email: _____

City/State/Zip: _____

Phone: _____

Fax: _____

Signature: _____

Date: _____

SURVEYOR:

Name (print): _____

Company/Organization: _____

Address: _____

City/State/Zip: _____

Phone: _____

Fax: _____

E-mail: _____

Signature: _____

Date: _____



January 26, 2021

River Road Water District
105 Oakleigh Lane
Eugene, OR 97404

River Road Parks and Recreation District
1400 Lake Drive
Eugene, OR 97404

RE: Annexation Proposal

This notice is being sent to inform you that the City of Eugene has received the following application for an annexation of property which is located within the River Road Water District and River Road Parks and Recreation District.

Application Name:	TIPPEN, CLARK
File #:	A 21-1
Location:	665 HORN LANE
Taxlot/s:	17-04-23-11-04402
Proposal:	Annex .44 acres

Project documents related to this annexation can be viewed at:
<http://www.eugene-or.gov/luappstracking>.

If you have questions regarding this application, please contact Amy Janisch, Land Use Planning Specialist at 541-682-5699 or by e-mail at amy.c.janisch@ci.eugene.or.us.

Sincerely,

A handwritten signature in black ink, appearing to be "AJ", with a long, sweeping line extending upwards and to the right.

Amy Janisch
Land Use Planning Specialist

ANNEXATION APPLICATION

Property Location: Map 17- 0423- 11, TL No. 4402 665 Horn Lane Eugene, OR. 97404

Owner: Clark Tippin 665 Horn Ln Eugene OR 97404

Applicant: same as owner

Contact: Clark Tippin Phone: 5412854670 email: greeneyeclark@gmail.com

. WRITTEN STATEMENT

1. Description of subject property: Map and tax lot 1704231104402 is approximately 0.43 acres in size. It is designated by the Metro Plan as Low Density Residential. It is zoned R- low1/density residential with the UL/urbanizable land overlay. The site contains a single family residence with an attached ADU and 2 detached 160'ft buildings along with an in ground swimming pool with 80sqft equipment building accessory to the residence. This residence is addressed as 665 Horn Ln. At a future date, it is the intent of the owner to partition the property in order to separate the existing residence onto a separate parcel so that the applicant can construct a new residence on the vacant parcel of the remaining property. The first step in that process is to annex to the City of Eugene. Tax Lot 4402 is contiguous to the north margin of Horn Lane, and East of the Mission Plat, 705 Horn lane Map: 17042311 Tax Lot: 04301 which is currently in the city of Eugene.

2. Summary of land use request: The applicant requests to annex all of TL No. 4402, such that the /UL overlay will be removed.

3. Application Contents: The information requirements for an annexation application are stated at EC 9.1 7810(through 10). The application form page 2 lists all the required information. That information has been compiled here, as reflected in the check boxes on the application form.

4. Criteria for approval of annexation application: EC 9.7825 provides the primary criteria applicable to an annexation application. This code section refers to additional criteria (such as applicable Metro Plan policies) that will need to be addressed as well. EC 9.7825 Annexation -Approval Criteria. The city council shall approve, modify and approve, or deny a proposed annexation based on the application's consistency with the following: 1) The land proposed to be annexed is within the city's urban growth boundary and is: a) Contiguous to the city limits; or b) Separated from the city only by a public right of way or a stream, bay, lake or other body of water.

Applicant's proposed finding: The subject property is within the city's UGB. The south boundary of the subject property is on the north margin of Horn Lane, directly east and in conjunction of 705 Horn lane, Map: 17042311 Tax Lot: 04301 of the mission plat an incorporated lot in the city limits. 2) The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans. "

Applicant's proposed finding: The Metro Plan Policy 9, page 11- 5, B-recognizes annexations through this normal process to be the highest priority. As such, the proposal is consistent with this policy Metro Plan Policy 8, page 11- 4, B-provides for annexation when a minimum level of key facilities and services can be provided. This policy is the subject of the annexation standard in (3) below. Metro Plan Policy 15 provides that land within the UGB shall be annexed to a city and provided with the minimum level of urban facilities and services. It further provides that while the timeframe for annexation may vary, annexation should occur as land transitions from urbanizable to urban. The property is within the UGB and therefore, based on this policy, should be annexed. The provision of facilities and services is addressed in standard (3) below. The property is designated LDR on the Metro Plan. The property is currently zoned R- UL1/which is consistent with the low density residential designation assigned to the site in the Metro Plan.

Metro Plan Policy 17 is instructional to the City to dissolve special service districts after annexation and to consider intergovernmental agreements with affected special service districts. The applicant does not object to dissolving special service districts, as needed. The proposal is consistent with Policy 17.

Metro Plan Policy 19 stipulates the criteria that must be met in order to annex territory to existing service districts within the UGB. This proposal is consistent with Policy 19 in the fact that the key urban services are directly available to the property making immediate annexation to the City a possibility and the affected property owners have provided the signed consent to annex agreement with the City of Eugene in accordance Oregon annexation law.

Metro Plan Policy 20 outlines the methodology for extending new urban service to unincorporated areas within the UGB. This proposal is consistent with Policy 20 in the fact that the applicant is requesting annexation to the City of Eugene, which is the highest priority of all the methods outlined in Policy 20 for providing new urban service to unincorporated areas within the UGB.

3) The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner. "

Applicant's proposed finding: The Metro Plan defines the "Minimum Level" of "key urban facilities and services" as including wastewater service, stormwater service, transportation, solid waste management, water service, fire and emergency medical services, police protection, city-wide parks and recreation programs, electric service, land use controls, communication facilities, and public schools on a district-wide basis (in other words, not necessarily within walking distance of all students served)." Each of these facilities and services is addressed below. In summary, the minimum level of key urban facilities and services is either immediately available or can be provided within a reasonable future time frame as needed.

Wastewater services: When property is annexed to the city, it is automatically annexed to the Lane County Metropolitan Wastewater Service District, as provided for in ORS 199. 2)(510(c). In the post-Boundary Commission era, the subject property will have to be annexed to the MWSD in a separate action, following annexation to the city. Currently, there is an 8" public wastewater line in Horn Lane running along the entire southern boundary of the subject property. The existing residence on the

subject property is connected to the existing wastewater main in Horn Lane. Therefore, wastewater services already exist to the subject property.

Stormwater services: The subject property is not directly served by a public stormwater facility. Any stormwater runoff generated from impervious surfaces on the site discharges directly onto the ground where it percolates down into the underlying soils. The nearest public stormwater facility is an open drainage teeway located approximately 300 feet north of the site. Current City stormwater policies require that stormwater be kept on-site and any run-off shall be limited to predevelopment flows. Therefore, future development of the site will require an onsite stormwater facility sized in accordance with the treatment guidelines of the City of Eugene Stormwater Management Manual. The chosen treatment facility will need to be sized for flood control since there is currently no connection available to the public stormwater. This type of "key urban facility" is available to the subject property.

Transportation: The property has frontage on Horn Lane along its entire southern boundary. Horn Lane is a 26' wide a.c. mat roadway with gravel shoulders and is classified as a local street on the City of Eugene Street Classification Map. Horn Lane connects to River Road which is classified as a major arterial and through this classification it can be inferred that River Road provides the subject property with access to the entire transportation network within the city limits and surrounding area. Therefore, the subject property is served with this type of "key urban facility."

Solid Waste Management: Private firms and individuals collect and transport solid waste to the Lane County administered landfill. Therefore, the subject property is served with this type of "key urban facility."

Water Service: Water is available from the 4" water main located in the south margin of Horn Lane. Therefore, the subject property is served with this type of "key urban facility."

Fire and emergency medical services: According to RLID, fire protection is currently provided by the River Road Water District. Upon annexation, the City of Eugene will provide services directly to the property. Therefore, the subject property is served with this type of "key urban facility."

Police Protection: Police protection will be provided by Eugene, which currently services other properties inside the city. After annexation this property will receive police services on an equal basis with all properties inside the city. Therefore, the subject property is served with this type of "key urban facility."

City-wide parks and recreation programs: Park services are already provided to this area, consistent with the Metro Plan. The subject property is located within the River Road Park District an established park district. According to Lane County's GIS maps, there is one parks within 1/4 mile of the subject property, RosettaPark, as well as the West Bank Bike path to the East and Emerald Park to the West.

Electric Service: The adjacent properties are served by EWEB, and service is available at the property boundaries.

Land Use Controls: The subject property is now, and after annexation will continue to be, subject to the land use controls of the City of Eugene.

Communication Facilities: Land line phone service, cellular phone and data service, and cable television are available in the area, and can be extended to the subject property.

Public schools on a district-wide basis: The Eugene 4J School District serves the annexation area. Existing schools are: River Road Elementary, Kelly Middle, and North Eugene High Schools

MAR 12 2021

Lane County
Assessment & Taxation

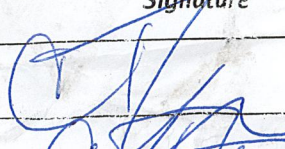
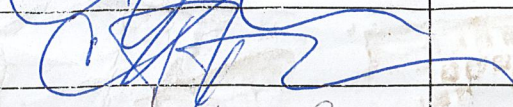
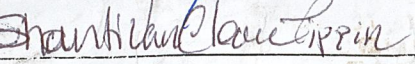
Attachment

* CB = Coburg CG = Cottage Grove
CR = Creswell EU = Eugene
FL = Florence JC = Junction City
OA = Oakridge SP = Springfield

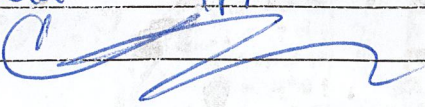
PETITION

Petition Signature Sheet
Annexation by Individuals

We, the following property owners/electors, consent to the annexation of the following territory to the City of *(Insert Name of City)*:

Signature	Date Signed m/d/y	Print Name	Residence Address (street, city, zip code)	Map and Tax Lot Number (example: 17-04-03-00-00100)	✓ Land Owner	✓ Reg Voter	Acres (qty)
1. 		Clark T. Tippin	665 Horn Lane 66512	170423114402	✓		.44
2. 		Clark T. Tippin		170423114402		✓	.44
3. 		Shanti V. Tippin	665 Horn Lane 66512 or 97404	170423114402		✓	.44
4.							
5.							

Note: With the above signature(s), I am attesting that I have the authority to consent to annexation on my own behalf or on behalf of my firm or agency. (Attach evidence of such authorization when applicable.)

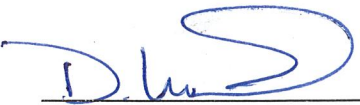
I, Clark T. Tippin (printed name of circulator), hereby certify that every person who signed this sheet did so in my presence.
X  (signature of circulator)

CERTIFICATION OF PROPERTY OWNERS

The total landowners in the proposed annexation are 1 (qty). This petition reflects that 1 (qty) landowners (or legal representatives) listed on this petition represent a total of 100 (%) of the landowners and 100 (%) of the acres as determined by the map and tax lots attached to the petition. A&T is not responsible for subsequent deed activity which may not yet be reflected on the A&T computerized tax roll.

CERTIFICATION OF ELECTORS

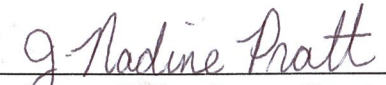
The total active registered voters in the proposed annexation are 4. I hereby certify that this petition includes 2 valid signatures representing 50 (%) of the total active registered voters that are registered in the proposed annexation.



Lane County Department of Assessment and Taxation

3/12/21

Date Certified



Lane County Clerk or Deputy Signature

3-12-21

Date Certified



Incomplete Land Use Application Form: 180 Day Completeness Review

Eugene Planning Division

Attn: Althea Sullivan, Assistant Planner

File No.: CLARK TIPPIN (A 21-1)

Phone: 541.682.5485 | Fax: 541.682.5572 | ASullivan@eugene-or.gov

99 West 10th Avenue, Eugene, OR 97401

Completeness Review Step (Check ONE box)



I intend to submit all of the missing or incomplete materials as identified by the City in completeness review. I understand that according to State law I have up to 180 days from the date the application was submitted to provide the missing or incomplete materials and that after that date, if I have not submitted the missing information, my application will be void. I also hereby agree to allow the City a reasonable period of time for a review and determination of completeness upon submittal of the missing or incomplete materials and the required number of copies.



I intend to submit some, but not all, of the missing or incomplete materials as identified by the City in completeness review. I understand that according to State law I have up to 180 days from the date the application was submitted to provide the missing or incomplete materials that I intend to submit and that after that date, if I have not submitted the missing information, my application will be void. I also hereby agree to allow the City a reasonable period of time for a review and determination of completeness, upon submittal of the missing or incomplete materials and the required number of copies. The materials I do not intend to submit are those items I have listed on the lines below (attach additional sheets if necessary).



I do not intend to submit any of the missing or incomplete materials as identified by the City in the completeness review. I understand that the City will proceed with review of the application materials previously submitted. I also understand that incomplete applications may not provide adequate evidence to demonstrate compliance with applicable criteria and standards. Please deem my application complete as of the date this form is received by the City of Eugene Planning Division.

CLARK TIPPIN

Printed Name of the Applicant or Applicant's Representative

[Signature]

Signature of the Applicant or Applicant's Representative

2/22/21

Date

Certification of Description

Pursuant to EC 9.7810(7), Annexation Application Requirements, I hereby certify the metes and bounds description of the real property proposed for annexation closes; and the map outlining the boundary is a true representation of the description.

Signature: _____

Registered Land Surveyor

Print Name: _____

Rex A. Betz, PLS

Date: _____

February 10, 2020

Seal:



DESCRIPTION OF AFFECTED TERRITORY TO BE ANNEXED

Situated in the Northeast 1/4 of the Northeast 1/4 of Section 23 in Township 17 South, Range 4 West of the Willamette Meridian in unincorporated area of Lane County, State of Oregon and described as follows:

Being all of the lands that were conveyed to Clark Tippin in that certain Warranty Deed that was recorded June 29, 2005 at Reception Number 2005-047924 in Lane County Oregon Deed Records. The perimeter boundary of said lands is more particularly described as follows:

Commencing at the Southeast corner of the Neely Subdivision as platted and recorded January 2, 1963 in Book 36 at Page 25 in Lane County Oregon Plat Records; thence westerly and running along the South line of said subdivision and the westerly extension thereof, South 89°12'15" West 211.74 feet to a point; and thence South 0°31'30" East 41.42 feet to the TRUE POINT OF BEGINNING [being a point that lies on the existing city limits line of the City of Eugene];

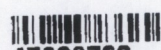
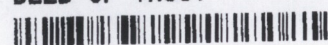
THENCE, southerly from and leaving said TRUE POINT OF BEGINNING, the following one numbered course: (1) South 0°31'30" East 180.00 feet [along said city limits line] to the north margin of Horn Lane (a public right-of-way) as said margin is offset 20.00 feet northerly of the centerline of said right-of-way; THENCE, easterly along said north margin [and leaving said city limits line], the following one numbered course: (2) South 89°49'30" East 105.65 feet to a point; THENCE, northerly and leaving said north margin, the following one numbered course: (3) North 0°31'30" West 180.00 feet to a point; AND THENCE, westerly the following one numbered course: (4) North 89°49'30" West 105.65 feet RETURNING to the TRUE POINT OF BEGINNING [and said city limits line] and containing 0.44 acres, more or less.

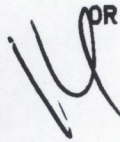
EXHIBIT 'A'

File No.: **8165253n (pf)**
Property: **665 HORN LANE, EUGENE, OR 97404**

BEGINNING AT THE SOUTHEAST CORNER OF NEELY SUBDIVISION, AS PLATTED AND RECORDED IN BOOK 36, PAGE 25, LANE COUNTY OREGON PLAT RECORDS; RUN THENCE ALONG THE SOUTH LINE OF SAID SUBDIVISION AND THE EXTENSION THEREOF SOUTH 89° 12' 15" WEST, 211.74 FEET TO A POINT; THENCE SOUTH 0° 31' 30" EAST, 41.82 FEET TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 0° 31' 30" EAST, 200.0 FEET TO THE CENTERLINE OF HORN LANE; THENCE ALONG THE CENTERLINE OF HORN LANE SOUTH 89° 49' 30" EAST, 105.65 FEET TO A POINT; THENCE NORTH 0° 31' 30" WEST, 200.00 FEET TO A POINT; THENCE NORTH 89° 49' 30" WEST TO THE TRUE POINT OF BEGINNING, IN LANE COUNTY, OREGON.

A.P.N. 1078839

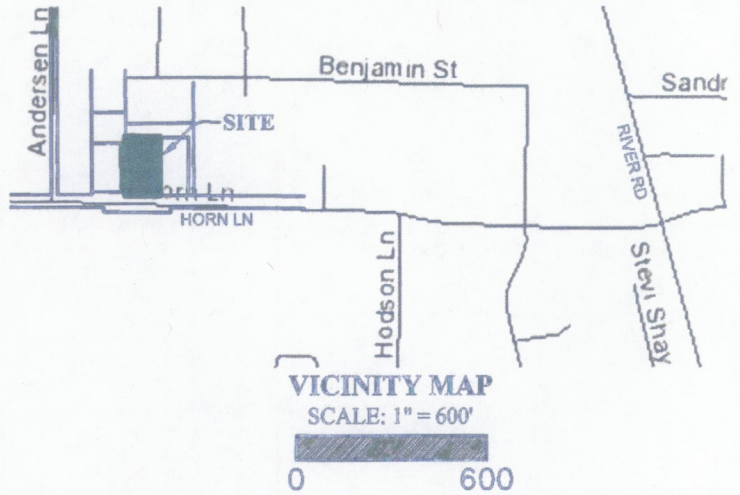
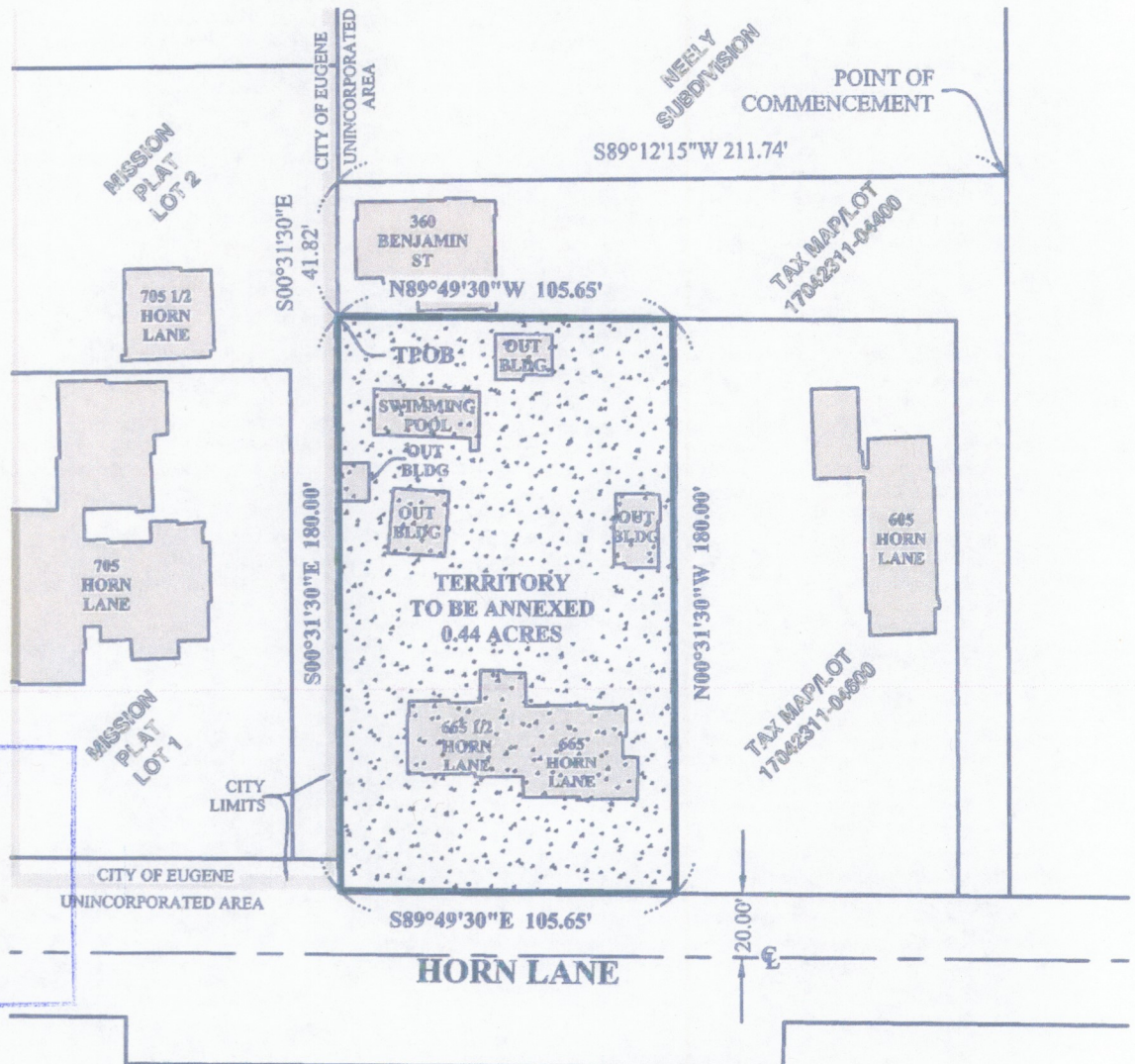
 **TIPPIN**
47898769
FIRST AMERICAN ELS
DEED OF TRUST


OR


REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JULY 20, 1993
REX A. BETZ
#2606

RENEWS: 12/31/21



RECEIVED

JAN 25 2021

CITY OF EUGENE
PLANNING DIVISION

ANNEXATION EXHIBIT
665 HORN LANE, EUGENE OREGON
TAX MAP/LOT 17042311-04402
FEBRUARY 10, 2020



EGR & Associates, Inc.

Engineers, Geologists, and Surveyors

2535B Prairie Road
Eugene, Oregon 97402

(541) 688-8322
Fax (541) 688-8007

Consent to Annexation

Consent is hereby given to the annexation by the City of Eugene, Oregon of the following described real property:

Map and Tax Lot: 170 423 1104402 Address: 665 1/2 Horn Lake

Legal Description:

SEE ATTACHMENT EXHIBIT "A"

In the corporate limits of said city, which is owned by the undersigned

DATED this 14th day of MARCH, 2020.

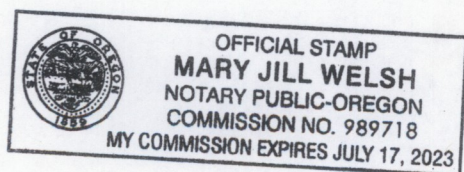
[Signature]

STATE OF OREGON)

County of Lane)ss
)

On this 14th day of MARCH, 2020, before me, the undersigned, a notary public in and for the said county and state, personally appeared the within-named, Clark Tippin, who is known to me to be the identical individual described herein and who executed the same freely and voluntarily.

Seal:



IN TESTIMONY WHEREOF, I have hereunto set my hand and seal the day and year last above written.

[Signature]

Notary Public for Oregon

My Commission Expires

7/17/2023

Summary of Urban Service Provision

This form is intended as a guide to assist applicants in demonstrating that a minimum level of key urban services can be provided to the area proposed for annexation. Space is provided on this form for you to provide detailed information on service provision. Please add additional pages if necessary to provide details of servicing issues related to the area you are annexing. To assist you in providing this information, some contacts are listed below. For large or difficult to serve properties, you may wish to contact a private land use planning consultant to prepare your application.

Property Owner(s) Name: Clark Tappin

Assessor's Map and Tax Lot Numbers for Properties Proposed for Annexation
(For example: Map 17-03-19-31, Tax Lot 100)

17042311 04402

Wastewater -- All new development must connect to the wastewater (sanitary sewer) system. Is wastewater service available to serve the area proposed for annexation? (For more information, contact the Engineering staff at the City of Eugene Permit and Information Center or call 541-682-8400.)

The property(ies) in this annexation request:

☒ will be served from an existing gravity wastewater line.
Currently Connected

Location and size of existing wastewater line:

Horn Lane 8" Sewer

_____ will be served by an extension of an existing gravity wastewater line.

Where will a wastewater line be extended from? When will it be extended? By whom?

Stormwater -- Site plans for all new development must provide for drainage to an approved system consistent with the Comprehensive Stormwater Management Plan. City approval for storm drainage will be required as part of the development process. (For more information, contact the Engineering staff at the City of Eugene Permit and Information Center or call 541-682-8400.)

Is the site currently served by an approved stormwater system?

No Not available at Horn Lane

If yes,
location? _____

If no, how will stormwater be handled after development? -

A percolation test will be performed
Engineering to cope after tests

Streets – What existing streets provide access to this site. List existing streets that provide access to this site from River Road, the Northwest Expressway, or Beltline Highway.

Property is on Horn Lake.
Horn Lake intersects River Rd.

Will dedication for additional street right-of-way be required upon further development of this site?

_____ Yes X No _____ Unknown

Will existing streets be extended or new streets constructed upon further development of this site?

_____ Yes X No _____ Unknown

Parks, Recreation, and Cultural Services

Systems Development revenues generated by new development and Ballot Measure 20-30, which authorized the issuance of \$25.3 million in general revenue bonds, will help to fund future City park acquisition and development in this area and throughout the city. Please list the parks and recreation facilities that already exist or are planned in the general vicinity of the property(ies) included in this annexation:

River Rd Park and Rec. District

Key services, defined by the Metropolitan Plan as parks and recreation programs, will be available to new city residents in this area on an equal basis with residents throughout the city.

Public Safety

Police services - Police protection can be extended to this site upon annexation consistent with service provision throughout the city.

For River Road/Santa Clara area-

Police services - Police protection can be extended to this site upon annexation consistent with service provision throughout the city. Police currently travel along River Road to provide service to areas throughout the River Road and Santa Clara area. Infill annexations and development in this area will increase the efficiency of service delivery to this area.

Fire and emergency services (Please indicate which fire district serves subject property.)

_____ Santa Clara - Fire protection services are currently provided to the subject property by the Santa Clara Rural Fire Protection District.

☒ River Road - Fire and emergency services - Fire protection is currently provided to the subject property by the River Road Water District under contract with the City of Eugene. Upon annexation, fire protection will be provided directly by the City of Eugene Fire & EMS Department.

Emergency medical transport (i.e., ambulance) services are currently provided on a regional basis by Eugene, Springfield, and Lane Rural Fire/Rescue to central Lane County, including the River Road and Santa Clara areas. After annexation, this service will continue to be provided by the current provider. All ambulance service providers have mutual aid agreements and provide back-up service into the other providers' areas.

Planning and Development Services -- Planning and building permit services are provided to the area outside the city limits but within the urban growth boundary by the City of Eugene. This service would continue after annexation.

EWEB (Eugene Water and Electric Board) currently provides water and electric service in the Eugene area and can provide service to new development in the River Road and Santa Clara area upon annexation. Some properties in northern Eugene receive electric service from EPUD (Emerald People's Utility District). Some properties in south Eugene receive electric services from the Lane Electric Cooperative; please note if this is the case for your property. For more information contact EWEB, ph. 484- 2411, EPUD, ph. 746-1583 or Lane Electric Co-op, 484-1151.

Electric Service -- Which electric company will serve this site?

_____ EWEB _____.

Water Service -- Please provide the size and location of the water main closest to your property. Horn Lake

_____ 8" WATER MAIN _____

Solid Waste -- Solid waste collection service is provided by private firms. Regional disposal sites and the Short Mountain Landfill are operated by Lane County.

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170423 1104402

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The property(ies) in this annexation request:

X will be served from an existing gravity wastewater line. currently connected

Location and size of existing wastewater line:

Horn Lane 8" Sewer

_____ will be served by an extension of an existing gravity wastewater line.

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Is the site currently served by an approved stormwater system?

No Not Available on Horn Ln

If yes,
location? _____

If no, how will stormwater be handled after development? -
Permeation test will be performed
Engineering to code after tests

Streets – What existing streets provide access to this site. List existing streets that provide access to this site from River Road, the Northwest Expressway, or Beltline Highway. Property is on Horn Lane

Horn Lane intersects River Rd.

Will dedication for additional street right-of-way be required upon further development of this site?

_____ Yes

_____ ☒ No

_____ Unknown

Will existing streets be extended or new streets constructed upon further development of this site?

_____ Yes

_____ ☒ No

_____ Unknown

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EWEB

Water Service -- Please provide the size and location of the water main closest to your property.

Horn Lane
8" WATER MAIN

Solid Waste -- Solid waste collection service is provided by private firms. Regional disposal sites and the Short Mountain Landfill are operated by Lane County.

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Approval of a Resolution Annexing Land to the City of Eugene
(Assessor's Map 17-04-23-12; Tax Lot 5902; Located at 608 and 610 Audel Ave.)
(City File: Leah Hyland; A 21-1)

Meeting Date: May 10, 2021
Department: Planning and Development
www.eugene-or.gov

Agenda Item Number: 4B
Staff Contact: Althea Sullivan
Contact Telephone Number: 541-682-5485

ISSUE STATEMENT

This item is a request to annex property located at 608 and 610 Audel Avenue. The property to be annexed is approximately .29 acres and is located at the southwest corner of the intersection of Audel Avenue and Lake Drive. No public right-of-way is proposed for annexation as part of this request and there is no formal deadline for Council action on this item. A vicinity map is provided as Attachment A.

The property is zoned R-1 Low-Density Residential with the /UL Urbanizable Land Overlay. Both the Metro Plan and the applicable refinement plan, the River Road - Santa Clara Urban Facilities Plan, designate the subject property for low density residential use. The area of annexation is located within the City's urban growth boundary (UGB) and is adjacent to the City limits along the property's southern boundary. Annexation will allow for future development consistent with the property's land use designation and the Eugene Code. Specific plans for future development of the site are not included as part of this annexation application.

BACKGROUND

To encourage compact urban growth and sequential development within Eugene's UGB, the Metro Plan provides that ultimately all land within the UGB will be annexed into the City and provided with a minimum level of urban services.

Approval of annexation requests is based on the criteria at Eugene Code Section 9.7825 which require that: (1) the land proposed to be annexed is within the City's UGB and is contiguous to the City limits or separated from City limits only by a right-of-way or water body; (2) the proposed annexation is consistent with the applicable policies in the Metro Plan and in any applicable refinement plans; and (3) the proposed annexation will result in a boundary in which the minimal level of key urban facilities and services can be provided in an orderly, efficient, and timely manner. Findings demonstrating that the annexation request is consistent with these approval criteria are included as Exhibit C to the attached draft resolution (see Attachment B).

To provide nearby property owners and residents an opportunity to review and comment on this annexation request, public notice was provided to all owners and occupants of property within

May 10, 2021, Meeting – Item 4B

500 feet of the subject property and the affected neighborhood association (River Road Community Organization) consistent with Eugene Code requirements. No testimony has been received to date regarding the proposed annexation of this property.

Referral comments were provided by affected agencies including City of Eugene Public Works and Eugene Water & Electric Board. These referral comments confirm that the property can be provided with the minimum level of key urban services consistent with the approval criteria. Given the findings of compliance, ability for the provision of key urban services, and absence of any testimony, a public hearing is not recommended in this instance.

Additional background information regarding this request, including relevant application materials, is included for reference as Attachment C. A full copy of all materials in the record is also available at the Permit and Information Center located at 99 West 10th Avenue. To take preventative measures for community members and staff safety against the spread of COVID-19, please contact the listed staff representative about alternatives for reviewing materials or the staff report. Copies may be also obtained at a reasonable cost.

COUNCIL OPTIONS

City Council may consider the following options:

1. Adopt the draft resolution
2. Adopt the draft resolution with specific modifications as determined by the City Council
3. Deny the draft resolution
4. Defer action until after the council holds a public hearing on the proposed annexation

CITY MANAGER'S RECOMMENDATION

The City Manager recommends that the City Council adopt the resolution by finding that the request complies with all applicable approval criteria, and that the annexation be approved.

SUGGESTED MOTION

Move to adopt a resolution approving the proposed annexation request consistent with the applicable approval criteria.

ATTACHMENTS

- A. Vicinity Map
- B. Draft Annexation Resolution with Exhibits A through C
 - Exhibit A: Map of Annexation Request
 - Exhibit B: Legal Description
 - Exhibit C: Planning Director Findings and Recommendation
- C. Application Materials for Annexation Request

FOR MORE INFORMATION

Staff Contact: Althea Sullivan
Telephone/Email: 541-682-5485, ASullivan@eugene-or.gov



Vicinity Map

LEAH HYLAND (A 21-2)

Attachment A



- Subject Property
- Eugene City Limits
- Taxlots

Caution: This map is based on imprecise source data, subject to change, and for general reference only.

Created on 4/9/2021
by City of Eugene Planning Division



RESOLUTION NO. _____**RESOLUTION ANNEXING LAND TO THE CITY OF EUGENE
(ASSESSOR'S MAP 17-04-23-12, TAX LOT 5902 LOCATED AT 608 AND
610 AUDEL AVENUE).****The City Council of the City of Eugene finds that:**

A. An annexation application was submitted on January 25, 2021, by Leah Hyland, in accordance with the provisions of Section 9.7810 of the Eugene Code, 1971, ("EC") to annex property identified as Assessor's Map 17-04-23-12, Tax Lot 5902 to the City of Eugene.

B. The property proposed to be annexed is depicted on the map attached as Exhibit A to this Resolution. The legal description of the property proposed to be annexed is attached to this Resolution as Exhibit B.

C. The City's Planning Director has submitted a written recommendation that the application be approved based on the criteria of EC 9.7825. The Planning Director's Findings and Recommendation are attached as Exhibit C.

D. On April 9, 2021, a notice containing the street address, the assessor's map and tax lot number for the property, a description of the land proposed to be annexed, and the Planning Director's preliminary recommendation was mailed to the applicant, owners and occupants of properties located within 500 feet of the perimeter of the subject property, and the River Road Community Organization. The notice advised that the City Council would consider the Planning Director's full recommendation on the proposed annexation on May 10, 2021.

E. After considering the Planning Director's recommendation, the City Council finds that the application should be approved.

NOW, THEREFORE,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a
Municipal Corporation of the State of Oregon, as follows:**

Section 1. Based on the above findings and the Planning Director's Findings and Recommendation which are attached as Exhibit C and are adopted in support of this Resolution, it is ordered that the land identified as Assessor's Map 17-04-23-12, Tax Lot 5902 which is depicted on the map attached as Exhibit A, and more particularly described in the attached Exhibit B, is annexed to the City of Eugene.

Section 2. This Resolution is effective immediately upon its passage by the City Council. The annexation and the automatic rezoning of the land pursuant to EC 9.7820(3) from R-1 Low-

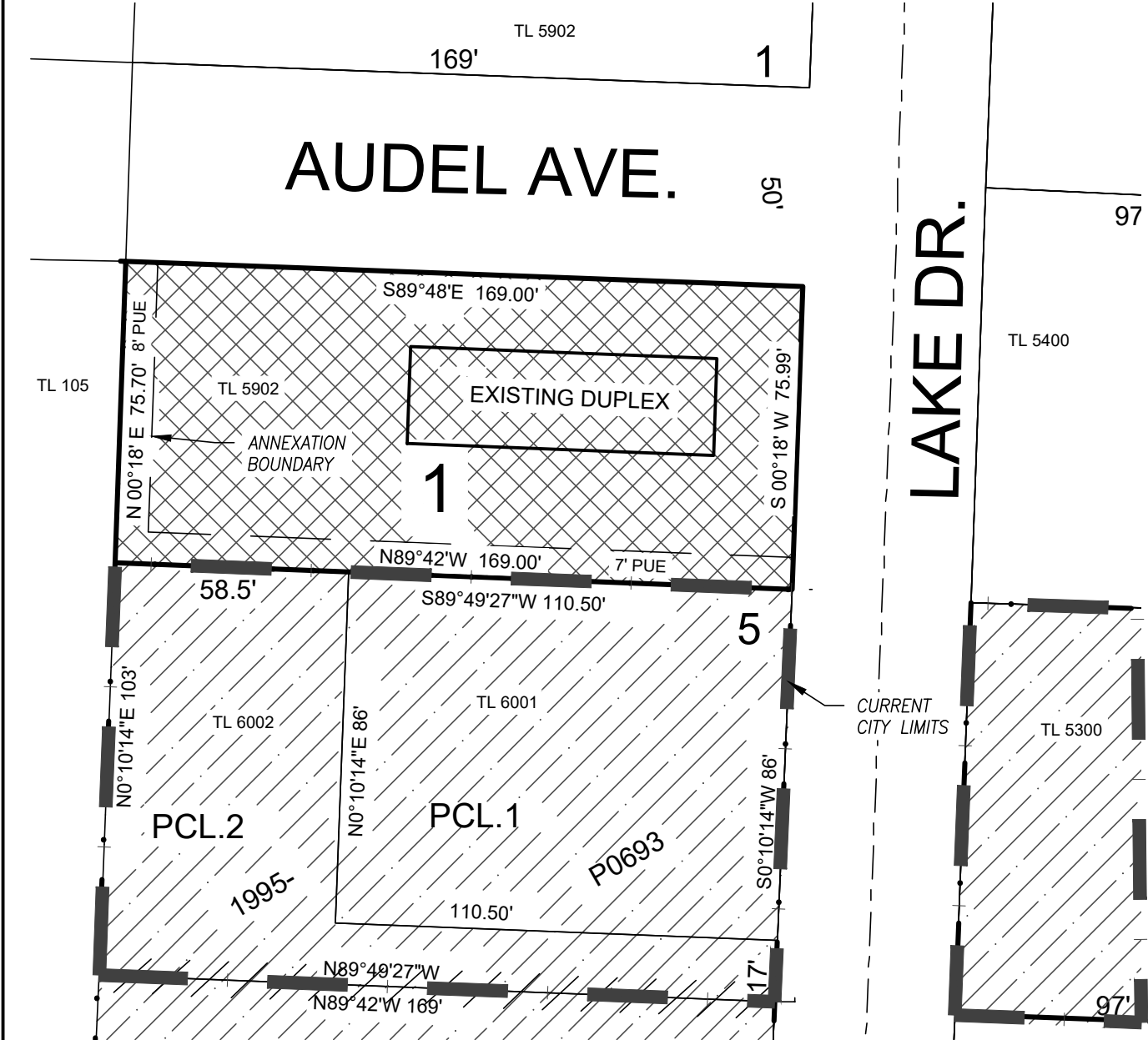
Density Residential with /UL Urbanizable Land Overlay to R-1 Low-Density Residential shall become effective in accordance with State law.

The foregoing Resolution adopted the ____ day of May, 2021.

City Recorder

LAND ANNEXATION FOR
LEAH HYLAND
NE 1/4, SEC 23, T17S, R4W, WM
EUGENE, LANE COUNTY, OREGON
OCTOBER 6, 2020

ASSESSOR'S MAP(S) TAX MAP 17-04-23-12, T.L. 5902

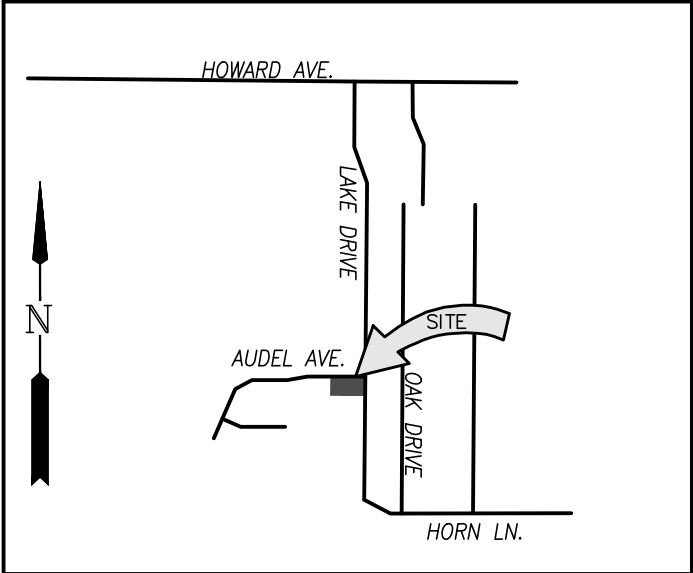


LEGEND

-  CITY LIMITS
-  LANDS TO BE ANNEXED
-  EXISTING STRUCTURE

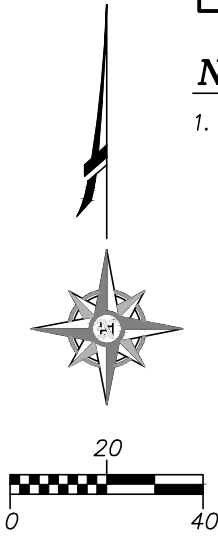
NOTES

1. 2 PUE'S FROM PLAT AS SHOWN.



VICINITY MAP

NOT TO SCALE



SCALE: 1"=40'

Branch
ENGINEERING
Since 1977

310 5th Street
Springfield, OR 97477
p: 541.746.0637
www.BranchEngineering.com

Exhibit B

Lot 1, Block 1, Audel Estates as platted and recorded in book 43, page 6 in the Lane County Oregon Plat Records; said Lot being more particularly described as follows:

COMMENCING at the Initial Point of Audel Estates as described above; thence North 0°18' East 94.94 feet to the southwest corner of Lot 1, Block 1 of Audel Estates and the **True Point of Beginning**; Thence continuing North 0°18' East 75.70 feet to the Northwest corner of said Lot 1; Thence South 89°48' East 169.00 feet to the Northeast corner of said Lot 1; Thence South 0°18' West 75.99 feet to the Southeast corner of said Lot 1; Thence North 89°42' West 169.00 feet to the point of beginning, all in Lane County Oregon.

Exhibit C



**Planning Director's Findings and Recommendation
Annexation Request for Leah Hyland
(City File: A 21-2)**

Application Submitted: January 25, 2021
Applicant: Leah Hyland
Property Included in Annexation Request: Tax Lot 05902 of Assessor's Map 17-04-23-12
Zoning: R-1 Low-Density Residential with /UL Urbanizable Land Overlay
Location: 608 and 610 Audel Avenue
Representative: Dan Nelson, PLS – Branch Engineering
Lead City Staff: Althea Sullivan, Senior Planner, City of Eugene Planning Division, 541-682-5485

EVALUATION:

Based on the information provided by the applicant, the City has determined that this request complies with Eugene Code (EC) Section 9.7805 Annexation - Applicability. As such, it is subject to review and approval in accordance with the requirements, application criteria and procedures of EC 9.7800 through 9.7835. The applicable approval criteria are presented below in bold typeface with findings and conclusions following each.

EC 9.7825(1) The land proposed to be annexed is within the city's urban growth boundary and is: (a) Contiguous to the city limits; or (b) Separated from the city only by a public right of way or a stream, bay, lake or other body of water.	
Complies	Findings: The annexation area is within the City's urban growth boundary (UGB) and contiguous to City limits along the property's southern boundary, consistent with subsection (a).
☒ YES	☐ NO
EC 9.7825(2) The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans.	
Complies	Findings: Several policies from the <u>Metro Plan</u> provide support for this annexation by encouraging compact urban growth to achieve efficient use of land and urban service provisions within the UGB, including the following policies from the Growth Management section (in <i>italic text</i>):
☒ YES	☐ NO
	<p><i>Policy 8. Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that:</i></p> <p><i>a. A minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner.</i></p> <p><i>b. There will be a logical area and time within which to deliver urban services and facilities. Conversion of urbanizable land to urban shall also be consistent with the Metro Plan. (page II-C-4)</i></p> <p><i>Policy 10. Annexation to a city through normal processes shall continue to be the highest priority. (page II-C-5).</i></p>

		<p><i>Policy 15. Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services. While the time frame for annexation may vary, annexation should occur as land transitions from urbanizable to urban. (page II-C-5)</i></p> <p>The following policy from the Residential Element of the <u>Metro Plan</u> is also applicable:</p> <p><i>Policy A.2 Residentially designated land within the UGB should be zoned consistent with the <u>Metro Plan</u>, and applicable plans and policies; however, existing agricultural zoning may be continued within the area between the city limits and UGB until rezoned for urban uses.</i></p> <p>The <u>Metro Plan</u> designates the annexation area as appropriate for low-density residential use. The <u>River Road - Santa Clara Urban Facilities Plan (RR/SC UFP)</u> is the adopted refinement plan for the subject property, which also designates the area for low density residential use. The property is zoned R-1 Low-Density Residential with a /UL Urbanizable Land overlay, consistent with the existing <u>Metro Plan</u> and <u>RR/SC UFP</u> designations. The /UL overlay will be automatically removed from the property following annexation approval.</p> <p>Regarding applicable policies of the <u>RR/SC UFP</u>, the subject property is not within a defined subarea. Further, none of the general “Residential Land Use Policies” at Section 2.2 appear to be directly applicable to the subject request. The “Public Facilities and Services Element” policies of the <u>RR/SC UFP</u> are directed at local government; however, the premise of these policies (regarding the provision of urban services) is the assumption that property within the UGB will be annexed.</p> <p>As previously discussed in this subsection, and further detailed under subsection (3) below, the proposed annexation is consistent with <u>Metro Plan</u> growth management policies and can be served by the minimum level of key urban services. The annexation procedures beginning at EC 9.7800 are consistent with State law and therefore, as found throughout this report, the annexation is consistent with State law.</p> <p>Based on the findings above, the proposal is consistent with the applicable policies of the Metro Plan and RR/SC UFP refinement plan.</p>
EC 9.7825(3)		The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner.
Complies ☒ YES ☐ NO		Findings: Consistent with this criterion, the proposed annexation will result in a boundary in which the minimum level of key urban facilities and services can be provided in an orderly, efficient, and timely manner as detailed below:

Wastewater

Wastewater service is available in both Audel Avenue and Lake Drive, which demonstrates that service is available to the site. In the event of future improvements, evaluation of service connections will occur.

Stormwater

The site does not have direct access to existing stormwater infrastructure to send stormwater off-site. If further development of the property occurs, treatment of stormwater will be further evaluated for consistency with City of Eugene policies and plans for treatment. With options to retain on-site or develop new infrastructure stormwater treatment can be provided in an orderly, efficient, and timely manner.

Transportation

The property has frontage on Audel Avenue and Lake Drive which are public streets that connect to other streets allowing access to the greater public street system. In the event further development occurs, additional evaluation of access to the public street system will take place.

Solid Waste

Collection service is provided by private firms. Regional disposal sites are operated by Lane County.

Water and Electric

Eugene Water and Electric Board (EWEB) Water staff confirm that water and electric services are available to the property. Water and electric services can be extended to the subject property in accordance with EWEB policies and procedures.

Public Safety

Police protection can be extended to this site upon annexation consistent with service provision through the City. Fire protection will be provided by Eugene Springfield Fire. Emergency medical services are currently provided on a regional basis and will continue in the same manner upon annexation.

Parks and Recreation

Parks and recreation programs are provided on a City-wide basis. The inclusion of the subject property in the City is sufficient evidence to demonstrate the minimum level of this key urban service is met.

Planning and Development Services

Planning and building permit services are provided for all properties located within the Urban Growth Boundary by the City of Eugene. The Eugene Code, Chapter 9, will provide the required land use controls for future development of the subject property upon annexation.

		<p><u>Communications</u></p> <p>A variety of telecommunications providers offer communications services throughout the Eugene/Springfield area.</p> <p><u>Public Schools</u></p> <p>The subject property is within Eugene School District 4J and is within the district boundary of Howard Elementary School, Kelly Middle School, and North Eugene High School. As access to schools is evaluated on a district-wide basis, the property's location within the school district is sufficient evidence to demonstrate the minimum level of this key urban service is met.</p>
--	--	---

CONCLUSION:

Based on the above findings, information submitted to date, and the criteria set forth in EC 9.7825, the proposed annexation is consistent with the applicable approval criteria. A map and legal description showing the area subject to annexation are included in the application file for reference. The effective date will be set in accordance with State law.

INFORMATIONAL ITEMS:

- Upon approval of the annexation, the base zoning of R-1 Low-Density Residential will remain; however, the /UL Urbanizable Lands overlay will be automatically removed from the annexation area. Please contact the Permit Information Center, Planner-on-Duty at 541-682-5377 for more information.
- Approval of this annexation does not relieve the applicant from complying with applicable codes and statutory requirements.



Incomplete Land Use Application Form: 180 Day Completeness Review

Eugene Planning Division

Attn: Althea Sullivan, Assistant Planner

File No.: Leah Hyland (A 21-2)

Phone: 541.682.5485 | Fax: 541.682.5572 | ASullivan@eugene-or.gov
99 West 10th Avenue, Eugene, OR 97401

Completeness Review Step (Check ONE box)

- ☒ I intend to submit all of the missing or incomplete materials as identified by the City in completeness review. I understand that according to State law I have up to 180 days from the date the application was submitted to provide the missing or incomplete materials and that after that date, if I have not submitted the missing information, my application will be void. I also hereby agree to allow the City a reasonable period of time for a review and determination of completeness upon submittal of the missing or incomplete materials and the required number of copies.
- ☐ I intend to submit some, but not all, of the missing or incomplete materials as identified by the City in completeness review. I understand that according to State law I have up to 180 days from the date the application was submitted to provide the missing or incomplete materials that I intend to submit and that after that date, if I have not submitted the missing information, my application will be void. I also hereby agree to allow the City a reasonable period of time for a review and determination of completeness, upon submittal of the missing or incomplete materials and the required number of copies. The materials I do not intend to submit are those items I have listed on the lines below (attach additional sheets if necessary).
- _____
- _____
- ☐ I do not intend to submit any of the missing or incomplete materials as identified by the City in the completeness review. I understand that the City will proceed with review of the application materials previously submitted. I also understand that incomplete applications may not provide adequate evidence to demonstrate compliance with applicable criteria and standards. Please deem my application complete as of the date this form is received by the City of Eugene Planning Division.

DANIEL NELSON, PLS

Printed Name of the Applicant or Applicant's Representative

[Signature]

Signature of the Applicant or Applicant's Representative

2-25-2021

Date

City of Eugene • 99 W. 10th Ave. • Eugene, OR 97401 • 541-682-5481 • 541-682-5572 Fax
www.eugene-or.gov/planning

**ANNEXATION**

Please complete the following application checklist. Note that additional information may be required upon further review in order to adequately address the applicable criteria for approval. If you have any questions about filling out this application, please contact Planning staff at the Permit and Information Center, phone (541)682-5377, 99 West 10th Avenue, Eugene.

List all Assessor's Map and Tax Lot numbers of the property included in the request.

Assessor's Map	Tax Lot	Zoning	Acreage
17-04-23-12	5902	R-1	0.29 ac

Property Address: 608 & 610 Audel Ave

Plans for Future Development & Permit Number (if applicable): _____

Public Service Districts:

Name			
Parks:	River Road Park & Recreation District		
Electric:	EWEB		
Water:	EWEB		
Sanitary Sewer:	City of Eugene		
Fire:	River Road WD		
Schools:	Elementary: Howard	Middle: Kelly	High: North Eugene
Other:			

Filing Fee

- ☒ A filing fee must accompany all applications. The fee varies depending upon the type of application and is adjusted periodically by the City Manager. Check with Planning staff at the Permit and Information Center to determine the required fee or check website at www.eugeneplanning.org

Written Statement (Submit 5 copies)

- ☒ Submit a detailed written statement describing **how** this request is consistent with all applicable criteria (Section 9.7825 of the Eugene Code).

Site Plan Requirements

Submit 3 paper copies and 1 digital copy of a site plan, drawn to an engineer's scale on 8 ½" x 11" sheet of paper. Site plans shall include the following information:

- ☒ Show the date & north arrow on site plan.
- ☒ Show the Assessor's Map and Tax Lot number(s) on the site plan.
- ☒ Show a vicinity map on the site plan (vicinity map does not need to be to scale).
- ☒ Show city limits & UGB (if applicable)
- ☒ Clearly label the affected territory and any public right of ways to be annexed.
- ☒ Show all adjacent streets, alleys, and accessways.
- ☒ Show all dimensions of existing public utility easements and any other areas restricting use of the parcels, such as conservation areas, slope easements, access easements, etc.
- ☒ Show the location of all existing structures.

Other Application Requirements (Submit 3 paper copies and 1 digital copy of all)

- ☒ Petition for Annexation form listing all owners, including partial owners, and electors. This form includes the Certification of Electors which must be signed by the Lane County Elections/Voter Registration Department and also includes the Verification (Certification) of Property Owners which must be signed by the Lane County Department of Assessment and Taxation. *This form is required even if the land is vacant.*
- ☒ Notarized Consent to Annexation form.
- ☒ A legal description of the land proposed for annexation, including any public right of way prepared by a registered land surveyor. Oregon Revised Statutes (ORS) 308.225 requires submittal of a closing metes and bounds description or subdivision block and lot number description. Please see example of acceptable legal descriptions contained in the application packet. The legal description must exactly correspond with the map included with the application or the Assessor's map.
- ☒ Summary of Urban Service Provision form.
- ☒ Census Information Sheet.

Note: This is not a complete list of requirements. Additional information may be required after further review in order to adequately address the applicable approval criteria.

By signing, the undersigned certifies that he/she has read and understood the submittal requirements outlined, and that he/she understands that omission of any listed item may cause delay in processing the application. I (We), the undersigned, acknowledge that the information supplied in this application is complete and accurate to the best of my (our) knowledge.

PROPERTY OWNER OF TAX LOT: 5902

Name (print): Leah Hyland

Address: 3475 Mountain Ash Blvd

Email:

City/State/Zip: Eugene, OR 97405

Phone:

Fax:

Signature:

Date:

1/15/21

PROPERTY OWNER OF TAX LOT: _____

Name (print):

Address:

Email:

City/State/Zip:

Phone:

Fax:

Signature:

Date:

PROPERTY OWNER OF TAX LOT: _____

Name (print):

Address:

Email:

City/State/Zip:

Phone:

Fax:

Signature:

Date:

SURVEYOR:

Name (print): Dan Nelson, PLS

Company/Organization: Branch Engineering, Inc

Address: 310 Fifth St

City/State/Zip: Springfield, OR 97477

Phone: 541-746-0637

Fax:

E-mail: dann@branchengineering.com

Signature:

Date:

1-25-2021

REPRESENTATIVE (If different from Surveyor):

Name (print):

Company/Organization:

Address:

City/State/Zip:

Phone:

Fax:

E-mail:

Signature:

Date:

****Attached additional sheets if necessary.**

Consent to Annexation

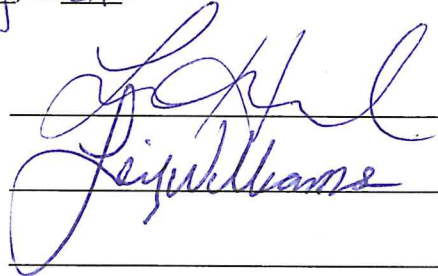
Consent is hereby given to the annexation by the City of Eugene, Oregon of the following described real property:

Map and Tax Lot: 17-04-23-12-5902 Address: 608 & 610 Audel Ave, Eugene OR

Legal Description:
See attached.

In the corporate limits of said city, which is owned by the undersigned

DATED this 15 day of January, 2021.



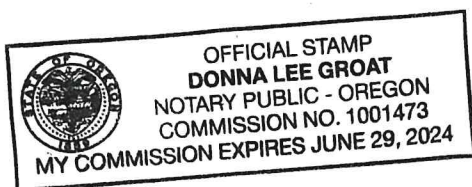
STATE OF OREGON)

)ss

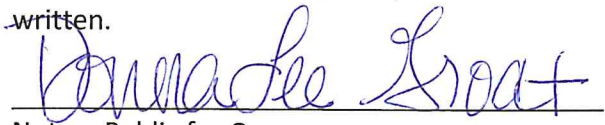
County of)

On this 15 day of January, 2021, before me, the undersigned, a notary public in and for the said county and state, personally appeared the within-named, Leah Hyland & Leif Williams, who is known to me to be the identical individual described herein and who executed the same freely and voluntarily.

Seal:



IN TESTIMONY WHEREOF, I have hereunto set my hand and seal the day and year last above written.



Notary Public for Oregon
My Commission Expires 6/29/2024



November 16, 2020

WRITTEN STATEMENT

ANNEXATION

TM 17-04-23-12, TL 5902

Branch Engineering Inc. Project No. 20-100

This application proposes an annexation for Tax Map 17-04-23-12, Tax Lot 5902, which is located at 608 and 610 Audel Avenue. The property is inside the City of Eugene Urban Growth Boundary and is zoned R-1 Low-Density Residential with an Urbanizable Land overlay. The purpose of the annexation is to increase options for future use of the property.

The following describes how the proposed annexation conforms to the Eugene Code:

9.7825 Annexation – Approval Criteria. The city council shall approve, modify and approve, or deny a proposed annexation based on the application’s consistency with the following:

- (1) The land proposed to be annexed is within the city’s urban growth boundary and is:
 - (a) Contiguous to the city limits; or
 - (b) Separated from the city only by a public right of way or a stream, bay, lake or other body of water.

The property to be annexed is within the urban growth boundary and contiguous to the city limits (Tax Map 17-04-23-12, Tax Lot 5902).

- (2) The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans.

The property is within the Metro Plan and the River Road/Santa Clara Urban Facilities Plan (RR/SC UFP). The property is currently zoned R-1/UL Low-Density Residential with an Urbanizable Land Overlay. Both the Metro Plan and the RR/SC UFP designate the property for low density residential use. The /UL overlay zoning will be automatically removed upon annexation approval.

The subject property is not located within any subarea of the RR/SC UFP.

None of the general “Residential Land Use Policies” listed in Section 2.2 are directly applicable to the annexation. The “Public Facilities and Services Element” policies of the RR/SC UFP are directed at local government; however, the premise of these policies (regarding the provision of urban

services) is the assumption that the properties within the UGB will be annexed.

As further detailed in subsection (3), the proposed annexation is consistent with Metro Plan growth management policies and can be served by the minimum level of key urban services.

Several other policies from the Metro Plan provide support for this annexation by encouraging compact urban growth to achieve efficient use of land and urban service provisions within the UGB, including the following policies from the Growth Management section:

Policy 8: Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that:

- a. A minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner*
- b. There will be a logical area and time within which to deliver urban services and facilities. Conversion of urbanizable land to urban shall also be consistent with the Metro Plan (page II-C-4).*

Policy 10: Annexation to a city through normal processes shall continue to be the highest priority (page II-C-5).

Policy 15: Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services. While the time frame for annexation may vary, annexation should occur as land transitions from urbanizable to urban (page II-C-5).

- (3)** *The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner.*

As discussed below, public services are in place and readily available to the properties proposed for annexation. Because of the proximity to the surrounding urban facilities, services can be provided in an orderly, efficient, and timely manner.

- Electrical service is provided by EWEB. Underground wires are available for connection along Audel Avenue.*
- Water service is provided by EWEB. A 6-inch cast iron water main is available for connection along Audel Avenue.*
- An 8" wastewater main exists along Audel Avenue and a 15" wastewater main exists along Lake Drive.*

- *The City of Eugene does not currently have any storm sewer facilities in the area. Therefore, any future development will need to treat and retain the stormwater on-site.*
- *The River Road Water District currently provides fire service to the area.*
- *The tax lot has frontage along Audel Avenue to the north and Lake Drive to the east, allowing transportation access from two sides of the property.*
- *The property is within the Eugene School District 4J and is within the district boundaries of Howard Elementary School, Kelly Middle School, and North Eugene High School.*
- *Garbage collection service is provided by private firms. Regional disposal sites and the Short Mountain Landfill are operated by Lane County.*
- *Police protection can be extended to this site upon annexation consistent with service provision throughout the City.*
- *Emergency medical services are currently provided on a regional basis by the Cities of Eugene and Springfield to central Lane County and will continue in the same manner upon annexation.*
- *A minimum level of park service can be provided to the proposal area as prescribed in the Metro Plan. The area is served by River Road Parks and Recreation District and the closest park, Emerald Park, is located within walking distance to the north of the property.*
- *Planning and building permit services are provided for all properties located within the urban growth boundary by the City of Eugene. The Eugene Code, Chapter 9, will provide the required land use controls for future development of the subject property upon annexation.*
- *A variety of telecommunications providers offer communications services throughout the Eugene/Springfield area.*

Lot 1, Block 1, Audel Estates as platted and recorded in book 43, page 6 in the Lane County Oregon Plat Records; said Lot being more particularly described as follows:

COMMENCING at the Initial Point of Audel Estates as described above; thence North 0°18' East 94.94 feet to the southwest corner of Lot 1, Block 1 of Audel Estates and the **True Point of Beginning**; Thence continuing North 0°18' East 75.70 feet to the Northwest corner of said Lot 1; Thence South 89°48' East 169.00 feet to the Northeast corner of said Lot 1; Thence South 0°18' West 75.99 feet to the Southeast corner of said Lot 1; Thence North 89°42' West 169.00 feet to the point of beginning, all in Lane County Oregon.

If yes,
location? _____

If no, how will stormwater be handled after development? -
Private on-site treatment and disposal system will be constructed at the same time as any future building construction. If necessary, overflow may be directed to the public system via weepholes.

Streets – What existing streets provide access to this site. List existing streets that provide access to this site from River Road, the Northwest Expressway, or Beltline Highway. Audel Ave, Lake Dr, Horn Ln.

Will dedication for additional street right-of-way be required upon further development of this site?

_____ Yes X No _____ Unknown

Will existing streets be extended or new streets constructed upon further development of this site?

_____ Yes X No _____ Unknown

Parks, Recreation, and Cultural Services

Systems Development revenues generated by new development and Ballot Measure 20-30, which authorized the issuance of \$25.3 million in general revenue bonds, will help to fund future City park acquisition and development in this area and throughout the city. Please list the parks and recreation facilities that already exist or are planned in the general vicinity of the property(ies) included in this annexation:

River Road Parks & Recreation serves the area. Emerald Park is within one block to the north of the property.

Key services, defined by the Metropolitan Plan as parks and recreation programs, will be available to new city residents in this area on an equal basis with residents throughout the city.

Public Safety

Police services - Police protection can be extended to this site upon annexation consistent with service provision throughout the city.

For River Road/Santa Clara area-

Police services - Police protection can be extended to this site upon annexation consistent with service provision throughout the city. Police currently travel along River Road to provide service to areas throughout the River Road and Santa Clara area. Infill annexations and development in this area will increase the efficiency of service delivery to this area.

Fire and emergency services (Please indicate which fire district serves subject property.)

_____ Santa Clara - Fire protection services are currently provided to the subject property by the Santa Clara Rural Fire Protection District.

 X River Road - Fire and emergency services - Fire protection is currently provided to the subject property by the River Road Water District under contract with the City of Eugene. Upon annexation, fire protection will be provided directly by the City of Eugene Fire & EMS Department.

Emergency medical transport (i.e., ambulance) services are currently provided on a regional basis by Eugene, Springfield, and Lane Rural Fire/Rescue to central Lane County, including the River Road and Santa Clara areas. After annexation, this service will continue to be provided by the current provider. All ambulance service providers have mutual aid agreements and provide back-up service into the other providers' areas.

Planning and Development Services -- Planning and building permit services are provided to the area outside the city limits but within the urban growth boundary by the City of Eugene. This service would continue after annexation.

EWEB (Eugene Water and Electric Board) currently provides water and electric service in the Eugene area and can provide service to new development in the River Road and Santa Clara area upon annexation. Some properties in northern Eugene receive electric service from EPUD (Emerald People's Utility District). Some properties in south Eugene receive electric services from the Lane Electric Cooperative; please note if this is the case for your property. For more information contact EWEB, ph. 484- 2411, EPUD, ph. 746-1583 or Lane Electric Co-op, 484-1151.

Electric Service – Which electric company will serve this site?

EWEB _____.

Water Service -- Please provide the size and location of the water main closest to your property. _____.

A 6" cast-iron water main is available for connection along Audel Avenue.

_____.

Solid Waste -- Solid waste collection service is provided by private firms. Regional disposal sites and the Short Mountain Landfill are operated by Lane County.

Natural Gas -- Northwest Natural Gas can extend service to new development in this area.

Communications -- US West Communications and a variety of other telecommunications providers offer communications services throughout the Eugene/Springfield Area.

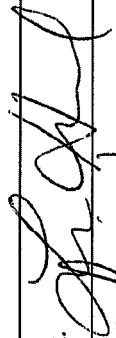
Application #: C * 2008 - _____
For City Use Only

* CB = Coburg CG = Cottage Grove
CR = Creswell EU = Eugene
FL = Florence JC = Junction City
OA = Oakridge SP = Springfield

PETITION

Petition Signature Sheet Annexation by Individuals

We, the following property owners/electors, consent to the annexation of the following territory to the City of *(Insert Name of City)*:

Signature	Date Signed m/d/y	Print Name	Residence Address (street, city, zip code)	Map and Tax Lot Number (example: 17-04-03-00-00100)	✓ Land Owner	✓ Reg Voter	Acres (qty)
		Leah Hyland	3475 Mountain Ash Blvd, Eugene OR 97405	17-04-23-12-05902	X	X	0.29
		Leif Williams	3475 Mountain Ash Blvd, Eugene OR 97405	17-04-23-12-05902	X	X	0.29

Note: With the above signature(s), I am attesting that I have the authority to consent to annexation on my own behalf or on behalf of my firm or agency. (Attach evidence of such authorization when applicable.)

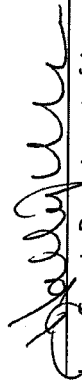
I, Leah Hyland (printed name of circulator), hereby certify that every person who signed this sheet did so in my presence.
X  (signature of circulator)

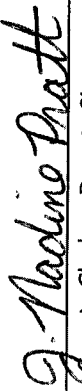
CERTIFICATION OF PROPERTY OWNERS

The total landowners in the proposed annexation are 2 (qty). This petition reflects that 2 (qty) landowners (or legal representatives) listed on this petition represent a total of 100 (%) of the landowners and 100 (%) of the acres as determined by the map and tax lots attached to the petition. A&T is not responsible for subsequent deed activity which may not yet be reflected on the A&T computerized tax roll.

CERTIFICATION OF ELECTORS

The total active registered voters in the proposed annexation are 0. I hereby certify that this petition includes 0 valid signatures representing 100 (%) of the total active registered voters that are registered in the proposed annexation.


Lane County Department of Assessment and Taxation
3/3/21
Date Certified


Lane County Clerk or Deputy Signature
3-2-2021
Date Certified

Certification of Description

Pursuant to EC 9.7810(7), Annexation Application Requirements, I hereby certify the metes and bounds description of the real property proposed for annexation closes; and the map outlining the boundary is a true representation of the description.

Signature: _____

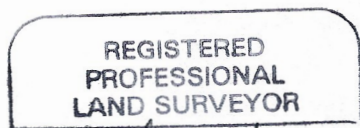
Registered Land Surveyor

Print Name: Robert Hines, PLS

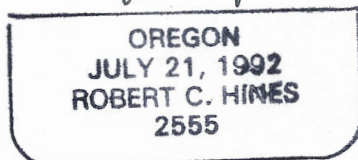
Date: _____

06/17/20

Seal:



Robert C. Hines



EXPIRATION DATE: 06/30/21

October 5, 2020

ANNEXATION LEGAL DESCRIPTION

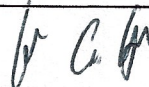
608/610 AUDEL AVE.

Branch Engineering Inc. Project No. 20-100

Lot 1, Block 1, Audel Estates as platted and recorded in book 43, page 6 in the Lane County Oregon Plat Records; said Lot being more particularly described as follows:

COMMENCING at the Initial Point of Audel Estates as described above; thence North 0°18' East 94.94 feet to the southwest corner of Lot 1, Block 1 of Audel Estates and the **True Point of Beginning**; Thence continuing North 0°18' East 75.70 feet to the Northwest corner of said Lot 1; Thence South 89°48' East 169.00 feet to the Northeast corner of said Lot 1; Thence South 0°18' West 75.99 feet to the Southeast corner of said Lot 1; Thence North 89°42' West 169.00 feet to the point of beginning, all in Lane County Oregon.

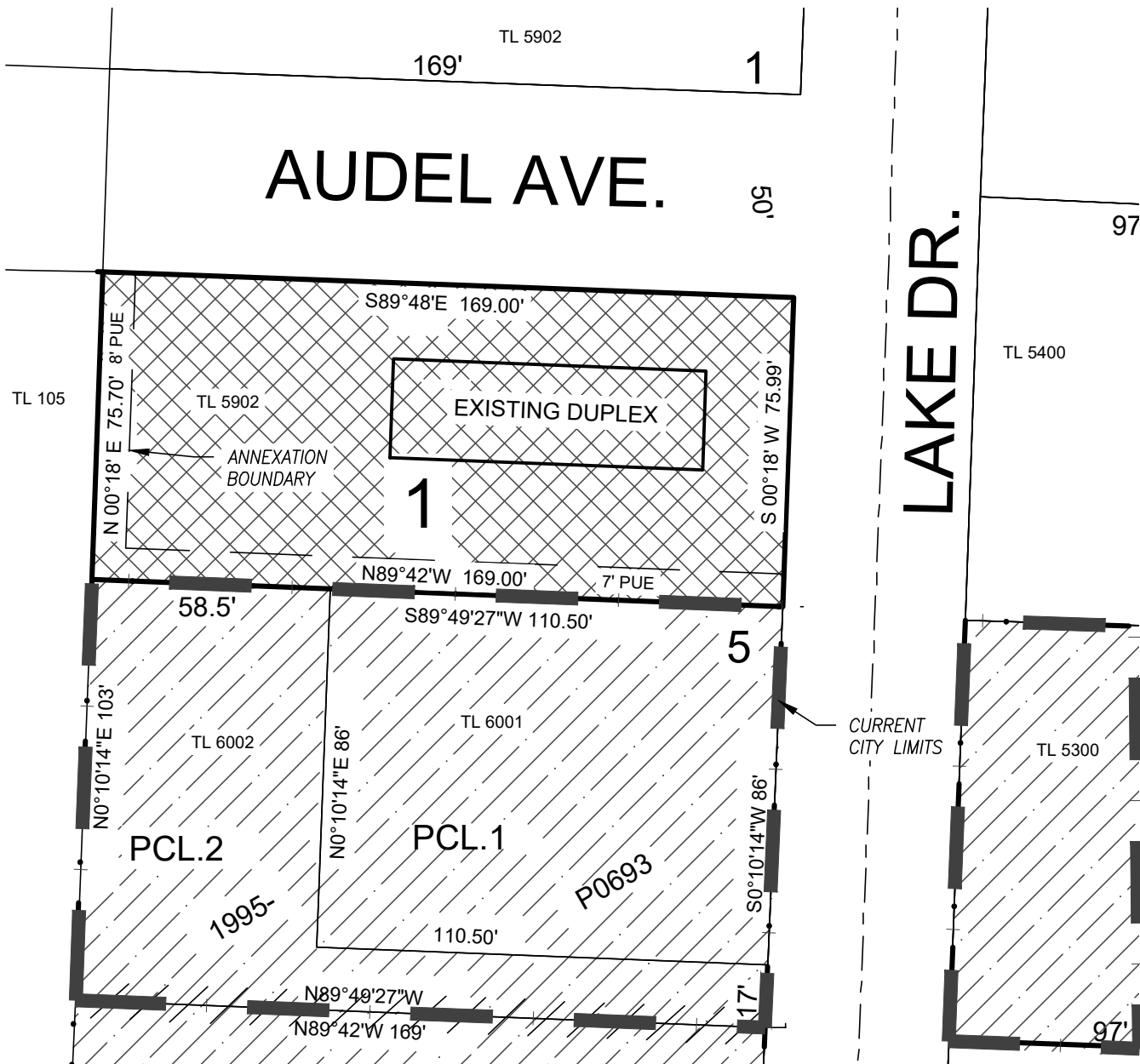
REGISTERED
PROFESSIONAL
LAND SURVEYOR



OREGON
JULY 21, 1992
ROBERT C. HINES
2555PLS

RENEWAL DATE: 06/30/21

LAND ANNEXATION FOR
LEAH HYLAND
NE 1/4, SEC 23, T17S, R4W, WM
EUGENE, LANE COUNTY, OREGON
OCTOBER 6, 2020

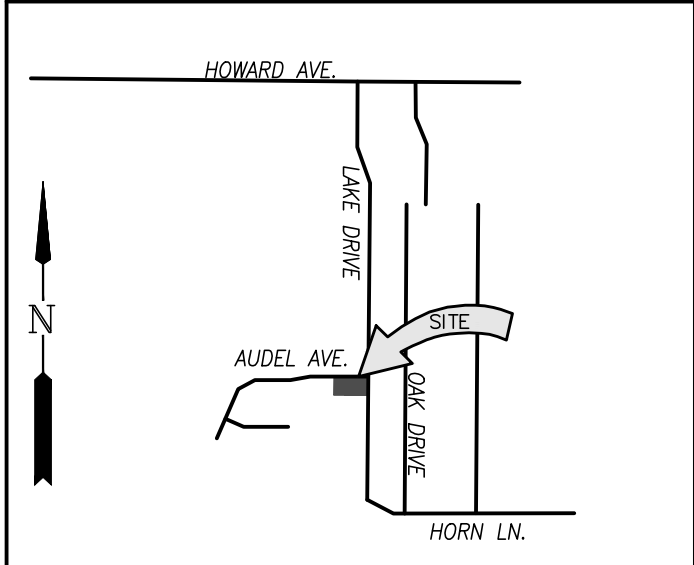
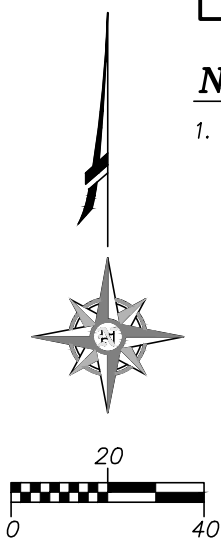


LEGEND

- CITY LIMITS
- LANDS TO BE ANNEXED
- EXISTING STRUCTURE

NOTES

1. 2 PUE'S FROM PLAT AS SHOWN.



Branch
ENGINEERING
Since 1977
310 5th Street
Springfield, OR 97477
p: 541.746.0637
www.BranchEngineering.com

ASSESSOR'S MAP(S) TAX MAP 17-04-23-12, T.L. 5902

VICINITY MAP

NOT TO SCALE

SCALE: 1"=40'

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Approval of a Resolution Annexing Land to the City of Eugene (Assessor's Map 17-04-24-34; Tax Lot 2200; Located at 25 Knoop Lane) (City File: Gillen, Todd and Caryn; A 21-4)

Meeting Date: May 10, 2021
Department: Planning and Development
www.eugene-or.gov

Agenda Item Number: 4C
Staff Contact: Althea Sullivan
Contact Telephone Number: 541-682-5485

ISSUE STATEMENT

This item is a request to annex property located at 25 Knoop Lane. The property to be annexed is approximately .92 acres and is located at the northwest corner of the intersection of River Road and Knoop Lane. No public right-of-way is proposed for annexation as part of this request and there is no formal deadline for Council action on this item. A vicinity map is provided as Attachment A.

The property is zoned R-1 Low-Density Residential with the /UL Urbanizable Land Overlay. Both the Metro Plan and the applicable refinement plan, the River Road - Santa Clara Urban Facilities Plan, designate the subject property for low density residential use. The area of annexation is located within the City's urban growth boundary (UGB) and is adjacent to the City limits along all but a small portion of the property's boundary. Annexation will allow for future development consistent with the property's land use designation and the Eugene Code. Specific plans for future development of the site are not included as part of this annexation application.

BACKGROUND

To encourage compact urban growth and sequential development within Eugene's UGB, the Metro Plan provides that ultimately all land within the UGB will be annexed into the City and provided with a minimum level of urban services.

Approval of annexation requests is based on the criteria at Eugene Code Section 9.7825 which require that: (1) the land proposed to be annexed is within the City's UGB and is contiguous to the City limits or separated from City limits only by a right-of-way or water body; (2) the proposed annexation is consistent with the applicable policies in the Metro Plan and in any applicable refinement plans; and (3) the proposed annexation will result in a boundary in which the minimal level of key urban facilities and services can be provided in an orderly, efficient, and timely manner. Findings demonstrating that the annexation request is consistent with these approval criteria are included as Exhibit C to the attached draft resolution (see Attachment B).

To provide nearby property owners and residents an opportunity to review and comment on this annexation request, public notice was provided to all owners and occupants of property within 500 feet of the subject property and the affected neighborhood association (River Road

May 10, 2021, Meeting – Item 4C

Community Organization) consistent with Eugene Code requirements. Staff received a phone call from someone who expressed concern with parking on streets near the subject property. No written testimony has been received to date regarding the proposed annexation of this property.

Referral comments were provided by affected agencies including City of Eugene Public Works, and Eugene Water & Electric Board. These referral comments confirm that the property can be provided with the minimum level of key urban services consistent with the approval criteria. Given the findings of compliance, ability for the provision of key urban services, and absence of any testimony, a public hearing is not recommended in this instance.

Additional background information regarding this request, including relevant application materials, is included for reference as Attachment C. A full copy of all materials in the record is also available at the Permit and Information Center located at 99 West 10th Avenue. To take preventative measures for community members and staff safety against the spread of COVID-19, please contact the listed staff representative about alternatives for reviewing materials or the staff report. Copies may be also obtained at a reasonable cost.

COUNCIL OPTIONS

City Council may consider the following options:

1. Adopt the draft resolution
2. Adopt the draft resolution with specific modifications as determined by the City Council
3. Deny the draft resolution
4. Defer action until after the council holds a public hearing on the proposed annexation

CITY MANAGER'S RECOMMENDATION

The City Manager recommends that the City Council adopt the resolution by finding that the request complies with all applicable approval criteria, and that the annexation be approved.

SUGGESTED MOTION

Move to adopt a resolution approving the proposed annexation request consistent with the applicable approval criteria.

ATTACHMENTS

- A. Vicinity Map
- B. Draft Annexation Resolution with Exhibits A through C
 - Exhibit A: Map of Annexation Request
 - Exhibit B: Legal Description
 - Exhibit C: Planning Director Findings and Recommendation
- C. Application Materials for Annexation Request

FOR MORE INFORMATION

Staff Contact: Althea Sullivan
Telephone/Email: 541-682-5485, ASullivan@eugene-or.gov



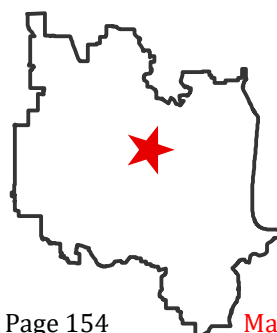
Vicinity Map

GILLEN, TODD and CARYN (A 21-4)

Attachment A



-  Subject Property
-  Eugene City Limits
-  Taxlots



Caution: This map is based on imprecise source data, subject to change, and for general reference only.

Created on 4/9/2021
by City of Eugene Planning Division



RESOLUTION NO. _____**RESOLUTION ANNEXING LAND TO THE CITY OF EUGENE
(ASSESSOR'S MAP 17-04-24-34, TAX LOT 2200 LOCATED AT 25 Knoop
Lane).****The City Council of the City of Eugene finds that:**

A. An annexation application was submitted on March 29, 2021, by Caryn and Todd Gillen, in accordance with the provisions of Section 9.7810 of the Eugene Code, 1971, ("EC") to annex property identified as Assessor's Map 17-04-24-34, Tax Lot 2200 to the City of Eugene.

B. The property proposed to be annexed is depicted on the map attached as Exhibit A to this Resolution. The legal description of the property proposed to be annexed is attached to this Resolution as Exhibit B.

C. The City's Planning Director has submitted a written recommendation that the application be approved based on the criteria of EC 9.7825. The Planning Director's Findings and Recommendation are attached as Exhibit C.

D. On April 9, 2021, a notice containing the street address, the assessor's map and tax lot number for the property, a description of the land proposed to be annexed, and the Planning Director's preliminary recommendation was mailed to the applicant, owners and occupants of properties located within 500 feet of the perimeter of the subject property, and the River Road Community Organization. The notice advised that the City Council would consider the Planning Director's full recommendation on the proposed annexation on May 10, 2021.

E. After considering the Planning Director's recommendation, the City Council finds that the application should be approved.

NOW, THEREFORE,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a
Municipal Corporation of the State of Oregon, as follows:**

Section 1. Based on the above findings and the Planning Director's Findings and Recommendation which are attached as Exhibit C and are adopted in support of this Resolution, it is ordered that the land identified as Assessor's Map 17-04-24-34, Tax Lot 2200, which is depicted on the map attached as Exhibit A, and more particularly described in the attached Exhibit B, is annexed to the City of Eugene.

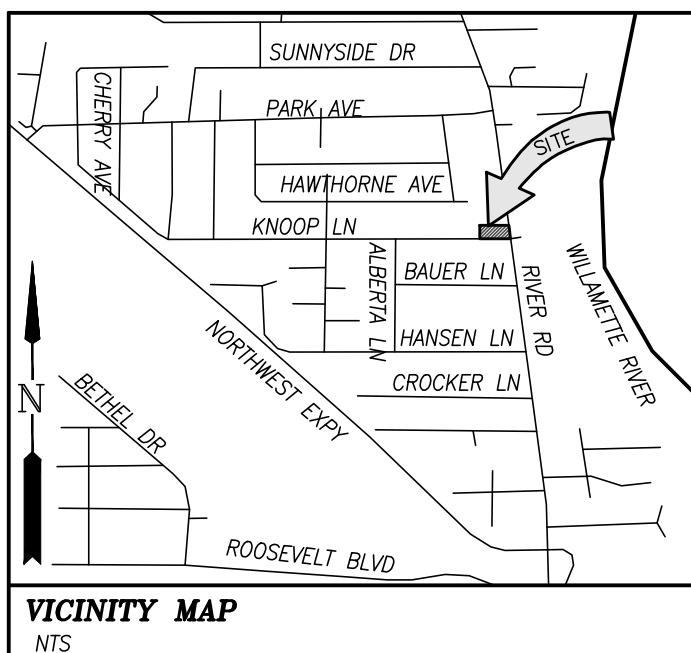
Section 2. This Resolution is effective immediately upon its passage by the City Council. The annexation and the automatic rezoning of the land pursuant to EC 9.7820(3) from R-1 Low-

Density Residential with /UL Urbanizable Land Overlay to R-1 Low-Density Residential shall become effective in accordance with State law.

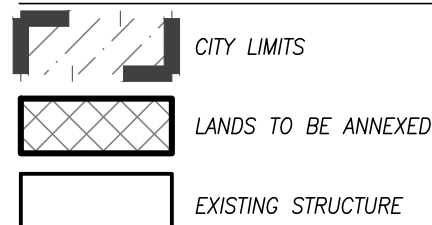
The foregoing Resolution adopted the ____ day of May, 2021.

City Recorder

**LAND ANNEXATION FOR
CARYN & TODD GILLEN
SE 1/4, SW 1/4, SEC 24, T17S, R4W, WM
EUGENE, LANE COUNTY, OREGON
FEBRUARY 26, 2021**



LEGEND



NOTES

1. CITY LIMITS BOUNDARIES SHOWN PER THE CITY OF EUGENE ON-LINE INTERACTIVE ZONING MAP ON FEB 10, 2021.
2. NO EASEMENT OR OTHER RECORDED RESTRICTIONS ARE KNOWN TO EXIST ON THE SITE.

SCALE: NTS'



KNOOP ANNEXATION

SHEET 1 OF 2

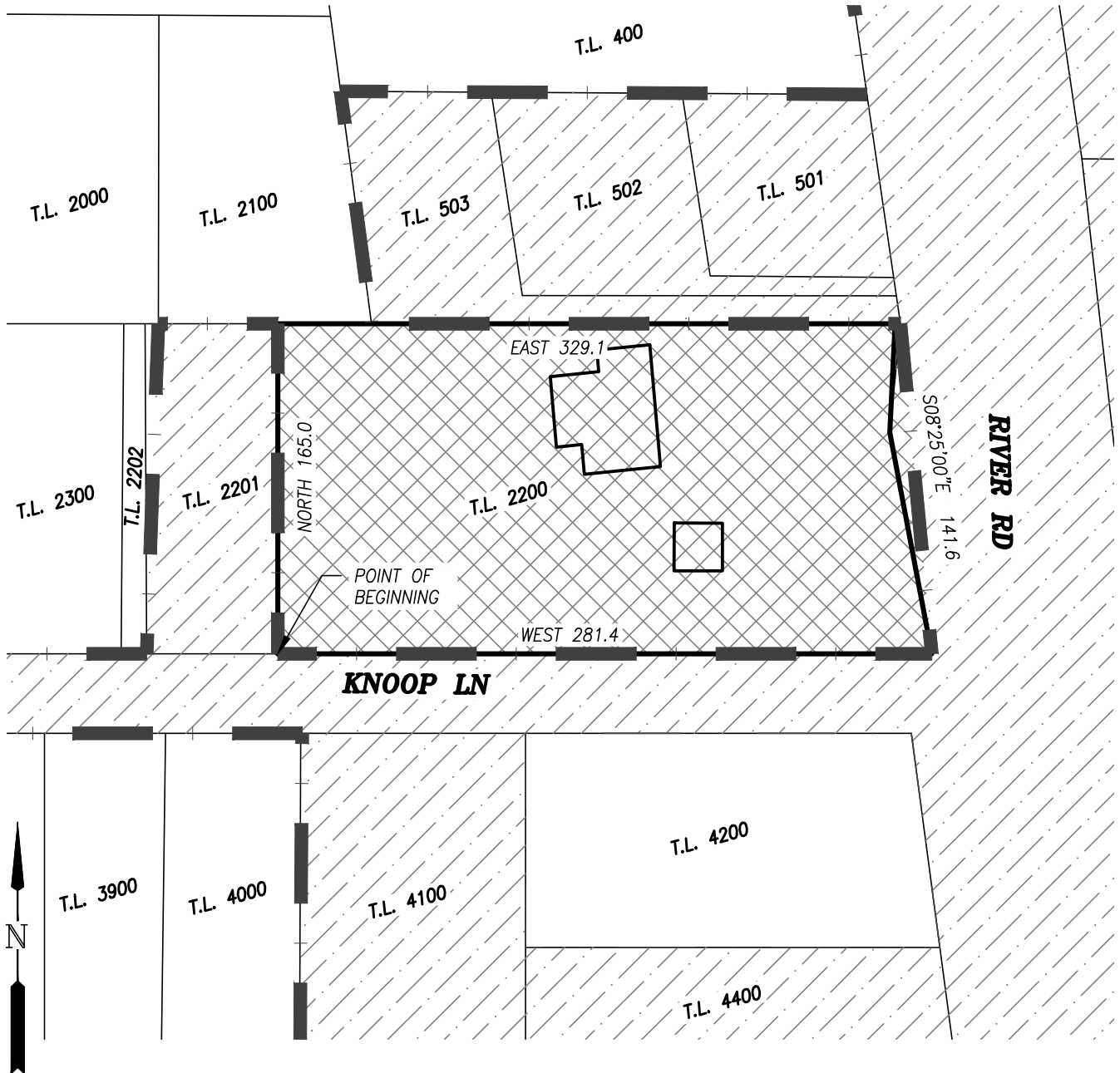
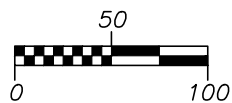
ANNEXATION MAP

MAR 24, 2021

310 5th Street, Springfield OR 97477 | p: 541.746.0637 | www.branchengineering.com

Project No: 21-112

LAND ANNEXATION FOR
CARYN & TODD GILLEN
SE 1/4, SW 1/4, SEC 24, T17S, R4W, WM
EUGENE, LANE COUNTY, OREGON
FEBRUARY 26, 2021



SCALE: 1"=100'



KNOOP ANNEXATION

SHEET 2 OF 2

ANNEXATION MAP

MAR 24, 2021

310 5th Street, Springfield OR 97477 | p: 541.746.0637 | www.branchengineering.com

Project No: 21-112

Exhibit B

February 24, 2021

LEGAL DESCRIPTION**ANNEXATION APPLICATION****TM 17-04-24-34, TL 2200**

Branch Engineering Inc. Project No. 21-112

ALL THOSE LANDS conveyed in that Warranty Deed from Nicole Freeman to Caryn and Todd Gillen recorded on June 22, 2012 as Reception Number 2012-031152 in the Lane County Oregon Official Records, said lands being approximately described as follows:

COMMENCING at the northeast corner of County Survey 588, said northeast corner being the centerline-centerline intersection of River Road (County Road Number 200) and Knoop Lane (County Road Number 1113) and lying East, 45.52 chains, more or less, of the southeast corner of the Joseph Ogle Donation land Claim Number 43, Township 17 South, Range 4 West, Willamette Meridian; **THENCE** along said Knoop Lane centerline West, 331.9 feet, more or less, to a point lying 25.00 feet southerly by perpendicular measurement from the southwest corner of said lands conveyed in Reception Number 2012-031152; **THENCE** Northerly 25.00 feet to last said southwest corner, being a point on the northerly Knoop Lane right-of-way margin dedicated by Instrument 5715 on Reel 215D in the Lane County Oregon Official Records, also being the **POINT of BEGINNING**; **THENCE** along the westerly boundary of said lands North, 165 feet, more or less, to the northwest corner of said lands; **THENCE** along the northerly boundary of said lands East, 329.1 feet, more or less, to the northeasterly corner of said lands, being a point on the westerly River Road right-of-way margin dedicated by Instrument 5558 on Reel 215D in the Lane County Oregon Official Records; **THENCE** along the easterly boundary of said lands, also being the westerly River Road right-of-way margin South 08°25' East, 141.6 feet, more or less, to the southeasterly corner of said lands, being a point on the aforesaid northerly Knoop Lane right-of-way margin; **THENCE** along the southerly boundary of said lands, also being the northerly Knoop Lane right-of-way margin, West, 281.4 feet, more or less, **RETURNING to the POINT OF BEGINNING.**



Exhibit C



**Planning Director's Findings and Recommendation
Annexation Request for Gillen, Todd and Caryn
(City File: A 21-4)**

Application Submitted: March 29, 2021
Applicant: Caryn and Todd Gillen
Property Included in Annexation Request: Tax Lot 02200 of Assessor's Map 17-04-24-34
Zoning: R-1 Low-Density Residential with /UL Urbanizable Land Overlay
Location: 25 Knoop Lane
Representative: Renee Clough, PLS, PE, AICP – Branch Engineering, Inc.
Lead City Staff: Althea Sullivan, Senior Planner, City of Eugene Planning Division, 541-682-5485

EVALUATION:

Based on the information provided by the applicant, the City has determined that this request complies with Eugene Code (EC) Section 9.7805 Annexation - Applicability. As such, it is subject to review and approval in accordance with the requirements, application criteria and procedures of EC 9.7800 through 9.7835. The applicable approval criteria are presented below in bold typeface with findings and conclusions following each.

EC 9.7825(1) The land proposed to be annexed is within the city’s urban growth boundary and is: (a) Contiguous to the city limits; or (b) Separated from the city only by a public right of way or a stream, bay, lake or other body of water.		
Complies		Findings: The annexation area is within the City’s urban growth boundary (UGB) and contiguous to City limits, consistent with subsection (a).
☒ YES	☐ NO	
EC 9.7825(2) The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans.		
Complies		Findings: Several policies from the <u>Metro Plan</u> provide support for this annexation by encouraging compact urban growth to achieve efficient use of land and urban service provisions within the UGB, including the following policies from the Growth Management section (in <i>italic text</i>): <i>Policy 8. Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that:</i> <i>a. A minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner.</i> <i>b. There will be a logical area and time within which to deliver urban services and facilities. Conversion of urbanizable land to urban shall also be consistent with the Metro Plan. (page II-C-4)</i> <i>Policy 10. Annexation to a city through normal processes shall continue to be the highest priority. (page II-C-5).</i>
☒ YES	☐ NO	

		<p><i>Policy 15. Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services. While the time frame for annexation may vary, annexation should occur as land transitions from urbanizable to urban. (page II-C-5)</i></p> <p>The following policy from the Residential Element of the <u>Metro Plan</u> is also applicable:</p> <p><i>Policy A.2 Residentially designated land within the UGB should be zoned consistent with the <u>Metro Plan</u>, and applicable plans and policies; however, existing agricultural zoning may be continued within the area between the city limits and UGB until rezoned for urban uses.</i></p> <p>The <u>Metro Plan</u> designates the annexation area as appropriate for low-density residential use. The <u>River Road - Santa Clara Urban Facilities Plan (RR/SC UFP)</u> is the adopted refinement plan for the subject property, which also designates the area for low density residential use. The property is zoned R-1 Low-Density Residential with a /UL Urbanizable Land overlay, consistent with the existing <u>Metro Plan</u> and <u>RR/SC UFP</u> designations. The /UL overlay will be automatically removed from the property following annexation approval.</p> <p>Regarding applicable policies of the <u>RR/SC UFP</u>, the subject property is within the River Road/ Knoop area, which does not provide any policies that are directly applicable to the subject site. Further, none of the general “Residential Land Use Policies” at Section 2.2 appear to be directly applicable to the subject request. The “Public Facilities and Services Element” policies of the <u>RR/SC UFP</u> are directed at local government; however, the premise of these policies (regarding the provision of urban services) is the assumption that property within the UGB will be annexed.</p> <p>As previously discussed in this subsection, and further detailed under subsection (3) below, the proposed annexation is consistent with <u>Metro Plan</u> growth management policies and can be served by the minimum level of key urban services. The annexation procedures beginning at EC 9.7800 are consistent with State law and therefore, as found throughout this report, the annexation is consistent with State law.</p> <p>Based on the findings above, the proposal is consistent with the applicable policies of the Metro Plan and RR/SC UFP refinement plan.</p>
EC 9.7825(3)		The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner.
Complies ☒ YES ☐ NO		Findings: Consistent with this criterion, the proposed annexation will result in a boundary in which the minimum level of key urban facilities and services can be provided in an orderly, efficient, and timely manner as detailed below:

Wastewater

Wastewater service is available in Knoop Lane via an 8-inch mainline which demonstrates that service is available to the site. In the event of future improvements, evaluation of service connections will occur.

Stormwater

Stormwater lines exist along River Road which provide one option for treatment at the time of development. Treatment of stormwater will be further evaluated for consistency with City of Eugene policies and plans for treatment at the time of development. With options to retain on-site, use existing service, or develop new infrastructure stormwater treatment can be provided in an orderly, efficient, and timely manner.

Transportation

The property has frontage on Knoop Lane and River Road which are public streets that connect to other streets allowing access to the greater public street system. In the event further development occurs, additional evaluation of access to the public street system will take place.

Solid Waste

Collection service is provided by private firms. Regional disposal sites are operated by Lane County.

Water and Electric

Eugene Water and Electric Board (EWEB) Water staff confirm that water and electric services are available to the property. Water and electric services can be extended to the subject property in accordance with EWEB policies and procedures.

Public Safety

Police protection can be extended to this site upon annexation consistent with service provision through the City. Fire protection will be provided by Eugene Springfield Fire. Emergency medical services are currently provided on a regional basis and will continue in the same manner upon annexation.

Parks and Recreation

Parks and recreation programs are provided on a City-wide basis. The inclusion of the subject property in the City is sufficient evidence to demonstrate the minimum level of this key urban service is met.

Planning and Development Services

Planning and building permit services are provided for all properties located within the Urban Growth Boundary by the City of Eugene. The Eugene Code, Chapter 9, will provide the required land use controls for future development of the subject property upon annexation.

		<p><u>Communications</u></p> <p>A variety of telecommunications providers offer communications services throughout the Eugene/Springfield area.</p> <p><u>Public Schools</u></p> <p>The subject property is within Eugene School District 4J and is within the district boundary of Howard Elementary School, Kelly Middle School, and North Eugene High School. As access to schools is evaluated on a district-wide basis, the property's location within the school district is sufficient evidence to demonstrate the minimum level of this key urban service is met.</p>
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CONCLUSION:

Based on the above findings, information submitted to date, and the criteria set forth in EC 9.7825, the proposed annexation is consistent with the applicable approval criteria. A map and legal description showing the area subject to annexation are included in the application file for reference. The effective date will be set in accordance with State law.

INFORMATIONAL ITEMS:

- Upon approval of the annexation, the base zoning of R-1 Low-Density Residential will remain; however, the /UL Urbanizable Lands overlay will be automatically removed from the annexation area. Please contact the Permit Information Center, Planner-on-Duty at 541-682-5377 for more information.
- Approval of this annexation does not relieve the applicant from complying with applicable codes and statutory requirements.

Please complete the following application checklist. Note that additional information may be required upon further review in order to adequately address the applicable criteria for approval. If you have any questions about filling out this application, please contact Planning staff at the Permit and Information Center, phone (541)682-5377, 99 West 10th Avenue, Eugene.

List all Assessor's Map and Tax Lot numbers of the property included in the request.

Assessor's Map	Tax Lot	Zoning	Acreage
17-04-24-34	2200	R-1 Low Density Residential	0.92 ac

Property Address: 25 Knoop Ln, Eugene OR 97404

Plans for Future Development & Permit Number (if applicable): _____

Public Service Districts:

Name			
Parks:	River Road Parks and Recreation		
Electric:	EWEB		
Water:	EWEB		
Sanitary Sewer:	City of Eugene		
Fire:	River Rd WD		
Schools:	Elementary: River Rd	Middle: Kelly	High: North Eugene
Other:			

Filing Fee

- ☒ A filing fee must accompany all applications. The fee varies depending upon the type of application and is adjusted periodically by the City Manager. Check with Planning staff at the Permit and Information Center to determine the required fee or check website at www.eugeneplanning.org

Written Statement (Submit 5 copies)

- ☒ Submit a detailed written statement describing **how** this request is consistent with all applicable criteria (Section 9.7825 of the Eugene Code).

Site Plan Requirements

Submit 3 paper copies and 1 digital copy of a site plan, drawn to an engineer's scale on 8 ½" x 11" sheet of paper. Site plans shall include the following information:

- ☒ Show the date & north arrow on site plan.
- ☒ Show the Assessor's Map and Tax Lot number(s) on the site plan.
- ☒ Show a vicinity map on the site plan (vicinity map does not need to be to scale).
- ☒ Show city limits & UGB (if applicable)
- ☒ Clearly label the affected territory and any public right of ways to be annexed.
- ☒ Show all adjacent streets, alleys, and accessways.
- ☒ Show all dimensions of existing public utility easements and any other areas restricting use of the parcels, such as conservation areas, slope easements, access easements, etc.
- ☒ Show the location of all existing structures.

Other Application Requirements (Submit 3 paper copies and 1 digital copy of all)

- ☒ Petition for Annexation form listing all owners, including partial owners, and electors. This form includes the Certification of Electors which must be signed by the Lane County Elections/Voter Registration Department and also includes the Verification (Certification) of Property Owners which must be signed by the Lane County Department of Assessment and Taxation. *This form is required even if the land is vacant.*
- ☒ Notarized Consent to Annexation form.
- ☒ A legal description of the land proposed for annexation, including any public right of way prepared by a registered land surveyor. Oregon Revised Statutes (ORS) 308.225 requires submittal of a closing metes and bounds description or subdivision block and lot number description. Please see example of acceptable legal descriptions contained in the application packet. The legal description must exactly correspond with the map included with the application or the Assessor's map.
- ☒ Summary of Urban Service Provision form.
- ☒ Census Information Sheet.

Note: This is not a complete list of requirements. Additional information may be required after further review in order to adequately address the applicable approval criteria.

By signing, the undersigned certifies that he/she has read and understood the submittal requirements outlined, and that he/she understands that omission of any listed item may cause delay in processing the application. I (We), the undersigned, acknowledge that the information supplied in this application is complete and accurate to the best of my (our) knowledge.

PROPERTY OWNER OF TAX LOT: 2200

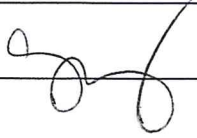
Name (print): Caryn Gillen

Address: 25 Knoop Ln

Email: caryngillen@gmail.com

City/State/Zip: Eugene, OR 97404

Phone: 468 206 1872 Fax:

Signature: 

Date: 3.1.2021

PROPERTY OWNER OF TAX LOT: 2200

Name (print): Todd Gillen

Address: 25 Knoop Lane

Email: todd.d.gillen@gmail.com (503)

City/State/Zip: Eugene, OR 97464

Phone: 719-3290 Fax:

Signature:

Date: 3/1/21

PROPERTY OWNER OF TAX LOT: _____

Name (print):

Address:

Email:

City/State/Zip:

Phone:

Fax:

Signature:

Date:

SURVEYOR:

Name (print): Renee Clough, PLS, PE, AICP

Company/Organization: Branch Engineering, Inc.

Address: 310 5th St

City/State/Zip: Springfield, OR 97477

Phone: 541-746-0637 Fax:

E-mail: reneec@branchengineering.com

Signature: 

Date: 3/1/21

REPRESENTATIVE (If different from Surveyor):

Attachment C

Name (print):

Company/Organization:

Address:

City/State/Zip:

Phone:

Fax:

E-mail:

Signature:

Date:

****Attached additional sheets if necessary.**



February 23, 2021

WRITTEN STATEMENT

ANNEXATION

TM 17-04-24-34, TL 2200

Branch Engineering Inc. Project No. 21-112

This application proposes an annexation for Tax Map 17-04-24-34, Tax Lot 2200. The property is located inside the City of Eugene Urban Growth Boundary and is zoned R-1 Low-Density Residential with an Urbanizable Land Overlay. The purpose of the annexation is to increase options for future use of the property.

The following describes how the proposed annexation conforms to the Eugene Code:

9.7825 Annexation – Approval Criteria. The city council shall approve, modify and approve, or deny a proposed annexation based on the application’s consistency with the following:

- (1) The land proposed to be annexed is within the city’s urban growth boundary and is:
 - (a) Contiguous to the city limits; or
 - (b) Separated from the city only by a public right of way or a stream, bay, lake or other body of water.

The property to be annexed is within the urban growth boundary and contiguous to the city limits (Tax Map 17-04-24-34, Tax Lots 2201 and 503).

- (2) The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans.

The property is within the Metro Plan and the River Road/Santa Clara Urban Facilities Plan (RR/SC UFP). The property is currently zoned R-1/Low-Density Residential with an Urbanizable Land Overlay. Both the Metro Plan and the RR/SC UFP designate the property for low density residential use. The /UL overlay zoning will be automatically removed upon annexation approval.

The subject property is not located within a defined subarea of the RR/SC UFP. None of the general “Residential Land Use Policies” listed in Section 2.2 are directly applicable to the annexation. The “Public Facilities and Services Element” policies of the RR/SC UFP are directed at local government; however, the premise of these policies (regarding the provision of urban services) is the assumption that the properties within the UGB will be annexed.

As further detailed in subsection (3), the proposed annexation is consistent with Metro Plan growth management policies and can be served by the minimum level of key urban services.

Several other policies from the Metro Plan provide support for this annexation by encouraging compact urban growth to achieve efficient use of land and urban service provisions within the UGB, including the following policies from the Growth Management section:

Policy 8: Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that:

- a. A minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner*
- b. There will be a logical area and time within which to deliver urban services and facilities. Conversion of urbanizable land to urban shall also be consistent with the Metro Plan (page 11-C-4).*

Policy 10: Annexation to a city through normal processes shall continue to be the highest priority (page 11-C-5).

Policy 15: Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services. While the time frame for annexation may vary, annexation should occur as land transitions from urbanizable to urban (page 11-C-5).

- (3) The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner.

As discussed below, public services are in place and readily available to the properties proposed for annexation. Because of the proximity to the surrounding urban facilities, services can be provided in an orderly, efficient, and timely manner.

- Electrical service is provided by EWEB. Overhead wires are available for connection along River Road and Knoop Lane.*
- Water service is provided by EWEB. A 4-inch cast iron water main is available for connection along Knoop Lane.*
- An 8" wastewater main exists along Knoop Lane and is available for connection along the South side of the property.*
- Stormwater lines are available along River Road.*
- The River Road Water District currently provides fire service to the area.*

-
- *The tax lot has frontage along Knoop Lane to the south and River Road to the east, allowing transportation access from two sides of the property. Current access exists at Knoop Lane via a driveway.*
 - *The property is within the Eugene School District 4J and is within the district boundaries of River Road Elementary, Kelly Middle School and North Eugene High School.*
 - *Garbage collection service is provided by private firms. Regional disposal sites and the Short Mountain Landfill are operated by Lane County.*
 - *Police protection can be extended to this site upon annexation consistent with service provision throughout the City.*
 - *Emergency medical services are currently provided on a regional basis by the Cities of Eugene and Springfield to central Lane County and will continue in the same manner upon annexation.*
 - *A minimum level of park service can be provided to the proposal area as prescribed in the Metro Plan.*
 - *Planning and building permit services are provided for all properties located within the urban growth boundary by the City of Eugene. The Eugene Code, Chapter 9, will provide the required land use controls for future development of the subject property upon annexation.*
 - *A variety of telecommunications providers offer communications services throughout the Eugene/Springfield area.*

Consent to Annexation

Consent is hereby given to the annexation by the City of Eugene, Oregon of the following described real property:

Map and Tax Lot: 17-04-24-34-02200 Address: 25 Knoop Ln

Legal Description:

See attached

In the corporate limits of said city, which is owned by the undersigned

DATED this 1 day of March, 2021.

Caryn Gillen _____

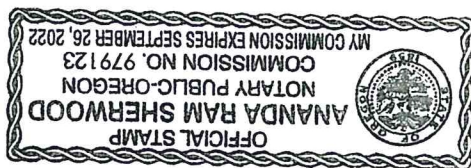
Todd Gillen _____

STATE OF OREGON)

County of Lane)ss
)

On this 1st day of March, 2021, before me, the undersigned, a notary public in and for the said county and state, personally appeared the within-named, Caryn Gillen and Todd Gillen, who is known to me to be the identical individual described herein and who executed the same freely and voluntarily.

Seal:



IN TESTIMONY WHEREOF, I have hereunto set my hand and seal the day and year last above written.

Notary Public for Oregon

My Commission Expires Sept. 26 2022

* CB = Coburg CG = Cottage Grove
CR = Creswell EU = Eugene
FL = Florence JC = Junction City
OA = Oakridge SP = Springfield

PETITION

Petition Signature Sheet Annexation by Individuals

MAR 17 2021

RECEIVED

MAR 04 2021

Lane County
Assessment & Taxation

We, the following property owners/electors, consent to the annexation of the following territory to the City of (Insert Name of City):

Signature	Date Signed m/d/y	Print Name	Residence Address (street, city, zip code)	Map and Tax Lot Number (example: 17-04-03-00-00100)	✓ Land Owner	✓ Reg Voter	Acres (qty)
	3/1/21	Caryn Gillen	25 Knoop Ln, Eugene OR 97404	17-04-24-34-02200	x	✓	0.92
	3/1/21	Todd Gillen	25 Knoop Ln, Eugene OR 97404	17-04-24-34-02200	x	✓	0.92
3.							
4.							
5.							

Note: With the above signature(s), I am attesting that I have the authority to consent to annexation on my own behalf or on behalf of my firm or agency. (Attach evidence of such authorization when applicable.)

I, Renee Clough (printed name of circulator), hereby certify that every person who signed this sheet did so in my presence.
X Renee Clough (signature of circulator)

CERTIFICATION OF PROPERTY OWNERS

The total landowners in the proposed annexation are 2 (qty). This petition reflects that 2 (qty) landowners (or legal representatives) listed on this petition represent a total of 100 (%) of the landowners and 100 (%) of the acres as determined by the map and tax lots attached to the petition. A&T is not responsible for subsequent deed activity which may not yet be reflected on the A&T computerized tax roll.

CERTIFICATION OF ELECTORS

The total active registered voters in the proposed annexation are 2. I hereby certify that this petition includes 2 valid signatures representing 100 (%) of the total active registered voters that are registered in the proposed annexation.

[Signature]
Lane County Department of Assessment and Taxation
3/10/21
Date Certified

[Signature]
Lane County Clerk or Deputy Signature
3-17-21
Date Certified

Summary of Urban Service Provision

This form is intended as a guide to assist applicants in demonstrating that a minimum level of key urban services can be provided to the area proposed for annexation. Space is provided on this form for you to provide detailed information on service provision. Please add additional pages if necessary to provide details of servicing issues related to the area you are annexing. To assist you in providing this information, some contacts are listed below. For large or difficult to serve properties, you may wish to contact a private land use planning consultant to prepare your application.

Property Owner(s) Name:
Caryn & Todd Gillen

Assessor's Map and Tax Lot Numbers for Properties Proposed for Annexation
(For example: Map 17-03-19-31, Tax Lot 100)

TM 17-04-24-34, TL 2200

Wastewater -- All new development must connect to the wastewater (sanitary sewer) system. Is wastewater service available to serve the area proposed for annexation? (For more information, contact the Engineering staff at the City of Eugene Permit and Information Center or call 541-682-8400.)

The property(ies) in this annexation request:

☒ will be served from an existing gravity wastewater line.

Location and size of existing wastewater line:
8" diameter PVC pipe exists along Knoop Ln.

_____ will be served by an extension of an existing gravity wastewater line.

Where will a wastewater line be extended from? When will it be extended? By whom?

Stormwater -- Site plans for all new development must provide for drainage to an approved system consistent with the Comprehensive Stormwater Management Plan. City approval for storm drainage will be required as part of the development process. (For more information, contact the Engineering staff at the City of Eugene Permit and Information Center or call 541-682-8400.)

Is the site currently served by an approved stormwater system?
Yes

If yes,
location? Stormwater system facilities exist along River Road

If no, how will stormwater be handled after development? -

Streets – What existing streets provide access to this site. List existing streets that provide access to this site from River Road, the Northwest Expressway, or Beltline Highway. The site is bordered by Knoop Ln on the south and River Rd on the east side.

The property has direct driveway access to Knoop Ln.

Will dedication for additional street right-of-way be required upon further development of this site?

_____ Yes x No _____ Unknown

Will existing streets be extended or new streets constructed upon further development of this site?

_____ Yes x No _____ Unknown

Parks, Recreation, and Cultural Services

Systems Development revenues generated by new development and Ballot Measure 20-30, which authorized the issuance of \$25.3 million in general revenue bonds, will help to fund future City park acquisition and development in this area and throughout the city. Please list the parks and recreation facilities that already exist or are planned in the general vicinity of the property(ies) included in this annexation:

The west entrance to Rasor Park is located 0.2 miles north of the site, with access on River Rd.

Maurie Jacobs Park is located 0.6 miles south of the site on Fir Lane.

Key services, defined by the Metropolitan Plan as parks and recreation programs, will be available to new city residents in this area on an equal basis with residents throughout the city.

Public Safety

Police services - Police protection can be extended to this site upon annexation consistent with service provision throughout the city.

For River Road/Santa Clara area-

Police services - Police protection can be extended to this site upon annexation consistent with service provision throughout the city. Police currently travel along River Road to provide service to areas throughout the River Road and Santa Clara area. Infill annexations and development in this area will increase the efficiency of service delivery to this area.

Fire and emergency services (Please indicate which fire district serves subject property.)

_____ Santa Clara - Fire protection services are currently provided to the subject property by the Santa Clara Rural Fire Protection District.

 X River Road - Fire and emergency services - Fire protection is currently provided to the subject property by the River Road Water District under contract with the City of Eugene. Upon annexation, fire protection will be provided directly by the City of Eugene Fire & EMS Department.

Emergency medical transport (i.e., ambulance) services are currently provided on a regional basis by Eugene, Springfield, and Lane Rural Fire/Rescue to central Lane County, including the River Road and Santa Clara areas. After annexation, this service will continue to be provided by the current provider. All ambulance service providers have mutual aid agreements and provide back-up service into the other providers' areas.

Planning and Development Services -- Planning and building permit services are provided to the area outside the city limits but within the urban growth boundary by the City of Eugene. This service would continue after annexation.

EWEB (Eugene Water and Electric Board) currently provides water and electric service in the Eugene area and can provide service to new development in the River Road and Santa Clara area upon annexation. Some properties in northern Eugene receive electric service from EPUD (Emerald People's Utility District). Some properties in south Eugene receive electric services from the Lane Electric Cooperative; please note if this is the case for your property. For more information contact EWEB, ph. 484- 2411, EPUD, ph. 746-1583 or Lane Electric Co-op, 484-1151.

Electric Service – Which electric company will serve this site?

EWEB Service is provided via overhead wires at the corner of Knoop Ln and River Rd.

Water Service -- Please provide the size and location of the water main closest to your property. _____.

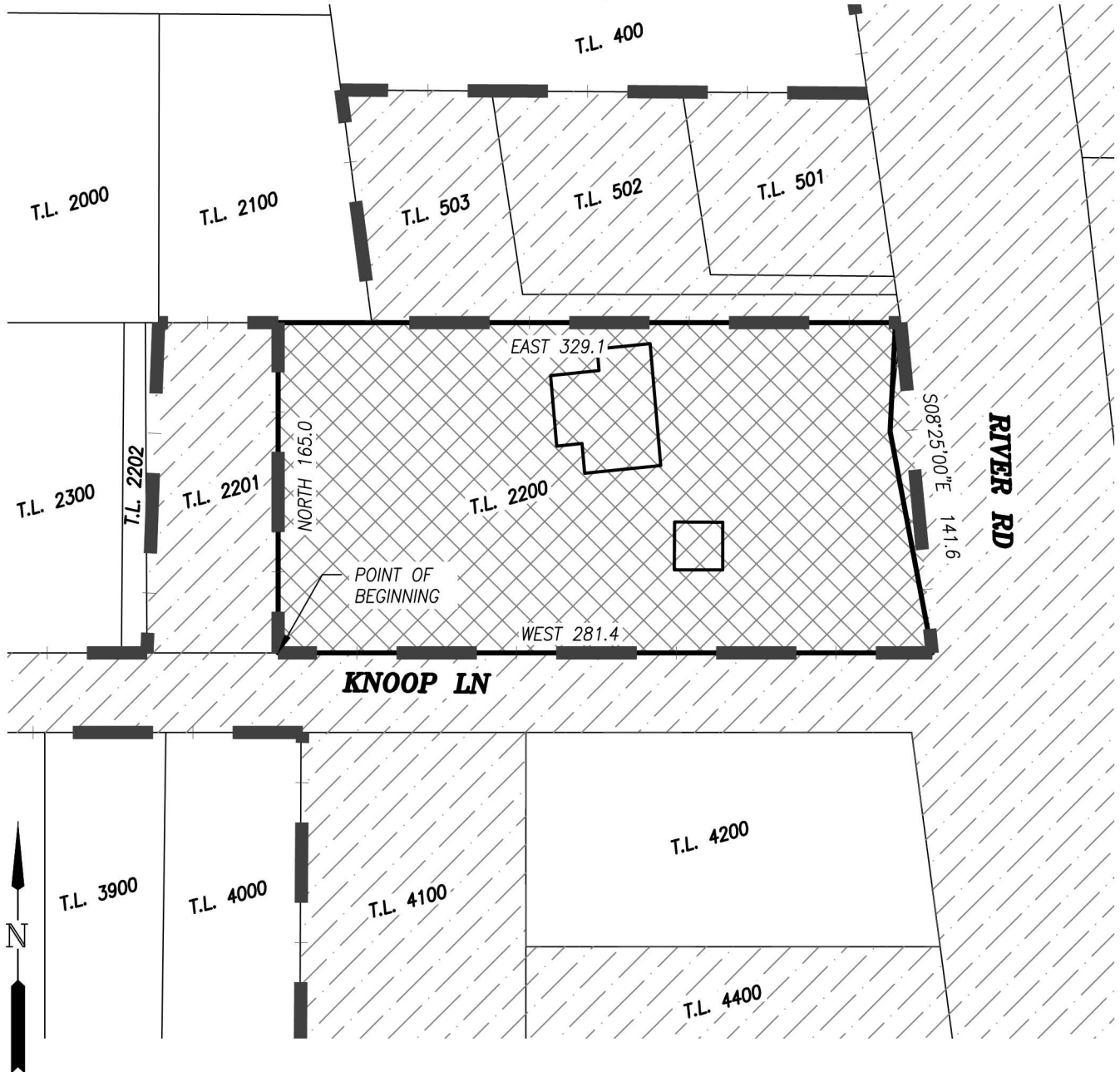
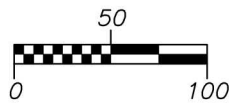
A 4-inch cast iron water main is located on Knoop Ln.

Solid Waste -- Solid waste collection service is provided by private firms. Regional disposal sites and the Short Mountain Landfill are operated by Lane County.

Natural Gas -- Northwest Natural Gas can extend service to new development in this area.

Communications -- US West Communications and a variety of other telecommunications providers offer communications services throughout the Eugene/Springfield Area.

LAND ANNEXATION FOR
CARYN & TODD GILLEN
SE 1/4, SW 1/4, SEC 24, T17S, R4W, WM
EUGENE, LANE COUNTY, OREGON
FEBRUARY 26, 2021



SCALE: 1"=100'

Branch
ENGINEERING
Since 1977

KNOOP ANNEXATION

SHEET 2 OF 2

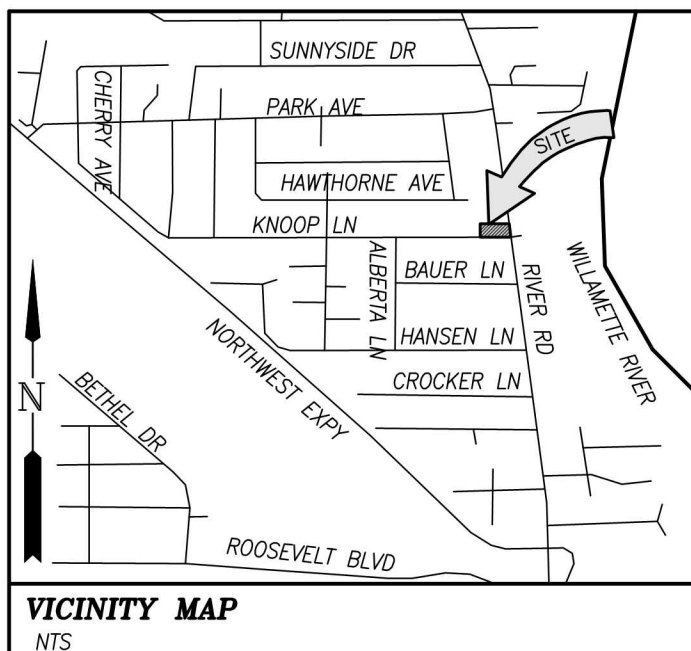
ANNEXATION MAP

MAR 24, 2021

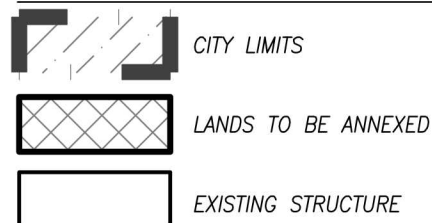
310 5th Street, Springfield OR 97477 | p: 541.746.0637 | www.branchengineering.com

Project No: 21-112

LAND ANNEXATION FOR
CARYN & TODD GILLEN
SE 1/4, SW 1/4, SEC 24, T17S, R4W, WM
EUGENE, LANE COUNTY, OREGON
FEBRUARY 26, 2021



LEGEND



NOTES

1. CITY LIMITS BOUNDARIES SHOWN PER THE CITY OF EUGENE ON-LINE INTERACTIVE ZONING MAP ON FEB 10, 2021.
2. NO EASEMENT OR OTHER RECORDED RESTRICTIONS ARE KNOWN TO EXIST ON THE SITE.

SCALE: NTS'



KNOOP ANNEXATION

SHEET 1 OF 2

ANNEXATION MAP

MAR 24, 2021

310 5th Street, Springfield OR 97477 | p: 541.746.0637 | www.branchengineering.com

Project No: 21-112

Certification of Description

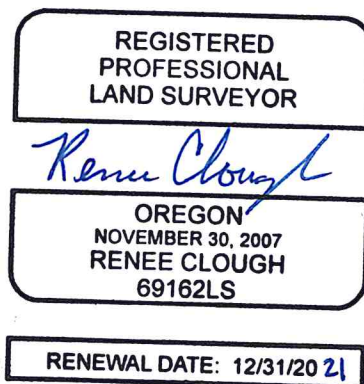
Pursuant to EC 9.7810(7), Annexation Application Requirements, I hereby certify the metes and bounds description of the real property proposed for annexation closes; and the map outlining the boundary is a true representation of the description.

Signature: Renee Clough
Registered Land Surveyor

Print Name: Renee Clough

Date: 3/31/21

Seal:



February 24, 2021

LEGAL DESCRIPTION

ANNEXATION APPLICATION

TM 17-04-24-34, TL 2200

Branch Engineering Inc. Project No. 21-112

ALL THOSE LANDS conveyed in that Warranty Deed from Nicole Freeman to Caryn and Todd Gillen recorded on June 22, 2012 as Reception Number 2012-031152 in the Lane County Oregon Official Records, said lands being approximately described as follows:

COMMENCING at the northeast corner of County Survey 588, said northeast corner being the centerline-centerline intersection of River Road (County Road Number 200) and Knoop Lane (County Road Number 1113) and lying East, 45.52 chains, more or less, of the southeast corner of the Joseph Ogle Donation land Claim Number 43, Township 17 South, Range 4 West, Willamette Meridian; **THENCE** along said Knoop Lane centerline West, 331.9 feet, more or less, to a point lying 25.00 feet southerly by perpendicular measurement from the southwest corner of said lands conveyed in Reception Number 2012-031152; **THENCE** Northerly 25.00 feet to last said southwest corner, being a point on the northerly Knoop Lane right-of-way margin dedicated by Instrument 5715 on Reel 215D in the Lane County Oregon Official Records, also being the **POINT of BEGINNING**; **THENCE** along the westerly boundary of said lands North, 165 feet, more or less, to the northwest corner of said lands; **THENCE** along the northerly boundary of said lands East, 329.1 feet, more or less, to the northeasterly corner of said lands, being a point on the westerly River Road right-of-way margin dedicated by Instrument 5558 on Reel 215D in the Lane County Oregon Official Records; **THENCE** along the easterly boundary of said lands, also being the westerly River Road right-of-way margin South 08°25' East, 141.6 feet, more or less, to the southeasterly corner of said lands, being a point on the aforesaid northerly Knoop Lane right-of-way margin; **THENCE** along the southerly boundary of said lands, also being the northerly Knoop Lane right-of-way margin, West, 281.4 feet, more or less, **RETURNING to the POINT OF BEGINNING.**



EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Approval of a Resolution Annexing Land to the City of Eugene (Assessor's Map 17-03-09-31; Tax Lot 1200; Located at 3647 Coburg Road) (City File: Staton Family Trust; A 21-3)

Meeting Date: May 10, 2021
Department: Planning and Development
www.eugene-or.gov

Agenda Item Number: 4D
Staff Contact: Rodney Bohner
Contact Telephone Number: 541-682-5437

ISSUE STATEMENT

This item is a request to annex property located at 3647 Coburg Road. The property to be annexed is approximately 1.29 acres and is located on the east side of Coburg Road. No public right-of-way is proposed for annexation as part of this request and there is no formal deadline for Council action on this item. A vicinity map is provided as Attachment A.

The property is zoned R-1 Low-Density Residential with the /UL Urbanizable Land Overlay. Both the Metro Plan and the applicable refinement plan, the Willakenzie Area Plan, designate the subject property for low density residential use. The area of annexation is located within the City's urban growth boundary (UGB) and is contiguous to the City limits along the property's northwestern boundary. Annexation will allow for future development consistent with the property's land use designation and the Eugene Code. Specific plans for future development of the site are not included as part of this annexation application.

BACKGROUND

To encourage compact urban growth and sequential development within Eugene's UGB, the Metro Plan provides that ultimately all land within the UGB will be annexed into the City and provided with a minimum level of urban services.

Approval of annexation requests is based on the criteria at Eugene Code Section 9.7825 which require that: (1) the land proposed to be annexed is within the City's UGB and is contiguous to the City limits or separated from City limits only by a right-of-way or water body; (2) the proposed annexation is consistent with the applicable policies in the Metro Plan and in any applicable refinement plans; and (3) the proposed annexation will result in a boundary in which the minimal level of key urban facilities and services can be provided in an orderly, efficient, and timely manner. Findings demonstrating that the annexation request is consistent with these approval criteria are included as Exhibit C to the attached draft resolution (see Attachment B).

To provide nearby property owners and residents an opportunity to review and comment on this annexation request, public notice was provided to all owners and occupants of property within 500 feet of the subject property and the affected neighborhood association (Northeast Neighbors)

May 10, 2021, Meeting – Item 4D

consistent with Eugene Code requirements. No testimony has been received to date regarding the proposed annexation of this property.

Referral comments were provided by affected agencies including City of Eugene Public Works and Eugene Water & Electric Board. These referral comments confirm that the property can be provided with the minimum level of key urban services consistent with the approval criteria. Given the findings of compliance, ability for the provision of key urban services, and absence of any testimony, a public hearing is not recommended in this instance.

Additional background information regarding this request, including relevant application materials, is included for reference as Attachment C. A full copy of all materials in the record is also available at the Permit and Information Center located at 99 West 10th Avenue. To take preventative measures for community members and staff safety against the spread of COVID-19, please contact the listed staff representative about alternatives for reviewing materials or the staff report. Copies may be also obtained at a reasonable cost.

COUNCIL OPTIONS

City Council may consider the following options:

1. Adopt the draft resolution
2. Adopt the draft resolution with specific modifications as determined by the City Council
3. Deny the draft resolution
4. Defer action until after the council holds a public hearing on the proposed annexation

CITY MANAGER'S RECOMMENDATION

The City Manager recommends that the City Council adopt the resolution by finding that the request complies with all applicable approval criteria, and that the annexation be approved.

SUGGESTED MOTION

Move to adopt a resolution approving the proposed annexation request consistent with the applicable approval criteria.

ATTACHMENTS

- A. Vicinity Map
- B. Draft Annexation Resolution with Exhibits A through C
 - Exhibit A: Map of Annexation Request
 - Exhibit B: Legal Description
 - Exhibit C: Planning Director Findings and Recommendation
- C. Application Materials for Annexation Request

FOR MORE INFORMATION

Staff Contact: Rodney Bohner
Telephone: 541-682-5437
Staff E-Mail: RBohner@eugene-or.gov



- Area to be Annexed
- Eugene City Limits
- Taxlots



Caution: This map is based on imprecise source data, subject to change, and for general reference only.

Created on 4/22/2021
by City of Eugene Planning Division



RESOLUTION NO. _____

**RESOLUTION ANNEXING LAND TO THE CITY OF EUGENE
(ASSESSOR'S MAP 17-03-09-31, TAX LOT 1200 LOCATED AT 3647
COBURG ROAD).**

The City Council of the City of Eugene finds that:

A. An annexation application was submitted on March 1, 2021, by Claudia Jean Staton and Jeffery Staton on behalf of the Staton Family Trust Under Bartzat Joint Trust, in accordance with the provisions of Section 9.7810 of the Eugene Code, 1971, ("EC") to annex property identified as Assessor's Map 17-03-09-31, Tax Lot 1200 to the City of Eugene.

B. The property proposed to be annexed is depicted on the map attached as Exhibit A to this Resolution. The legal description of the property proposed to be annexed is attached to this Resolution as Exhibit B.

C. The City's Planning Director has submitted a written recommendation that the application be approved based on the criteria of EC 9.7825. The Planning Director's Findings and Recommendation are attached as Exhibit C.

D. On April 9, 2021, a notice containing the street address, the assessor's map and tax lot number for the property, a description of the land proposed to be annexed, and the Planning Director's preliminary recommendation was mailed to the applicant, owners and occupants of properties located within 500 feet of the perimeter of the subject property, and the Northeast Neighbors. The notice advised that the City Council would consider the Planning Director's full recommendation on the proposed annexation on May 10, 2021.

E. After considering the Planning Director's recommendation, the City Council finds that the application should be approved.

NOW, THEREFORE,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a
Municipal Corporation of the State of Oregon, as follows:**

Section 1. Based on the above findings and the Planning Director's Findings and Recommendation which are attached as Exhibit C and are adopted in support of this Resolution, it is ordered that the land identified as Assessor's Map 17-03-09-31, Tax Lot 1200, which is depicted on the map attached as Exhibit A, and more particularly described in the attached Exhibit B, is annexed to the City of Eugene.

Section 2. This Resolution is effective immediately upon its passage by the City Council. The annexation and the automatic rezoning of the land pursuant to EC 9.7820(3) from R-1 Low-Density Residential with /UL Urbanizable Land Overlay to R-1 Low-Density Residential shall become effective in accordance with State law.

The foregoing Resolution adopted the ____ day of May, 2021.

City Recorder

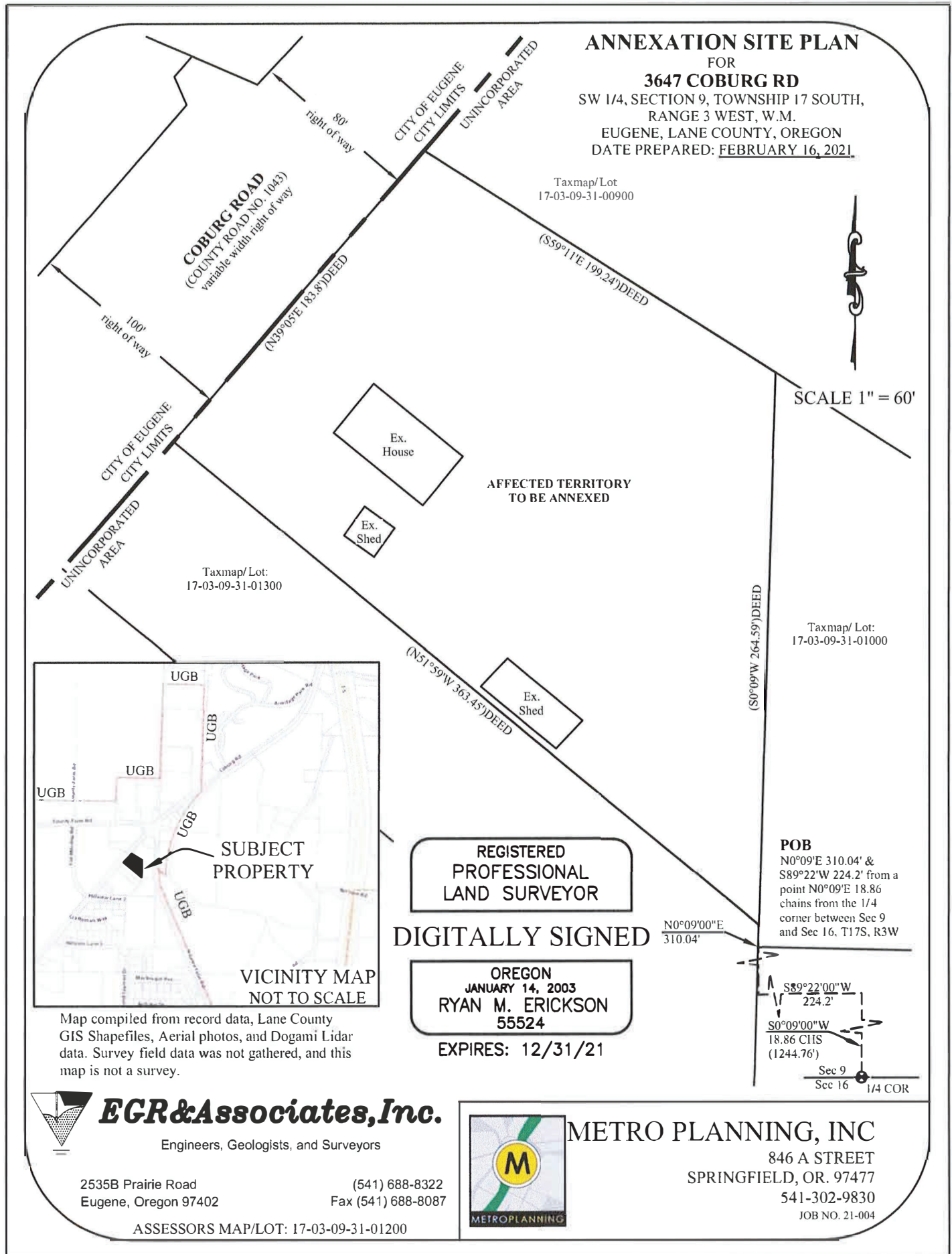


Exhibit B

LEGAL DESCRIPTION

That property described as Parcel 2 in Bargain and Sale Deed Instrument No. 2020-045395, Recorded August 17, 2020, Lane County Oregon Deeds & Records, and more particularly described as follows:

Beginning at a point North 0°09' East 310.04 feet and 224.2 feet South 89°22' West of a point on the quarter section line 18.86 chains North 0°09' East from the quarter section corner between Sections 9 and 16, in Township 17 South, Range 3 West, of the Willamette Meridian; and running thence North 51°59' West 363.45 feet to the easterly line of the Eugene Branch of County Road No. 1043; thence North 39°05' East along the easterly line of County Road No. 1043, 183.8 feet; thence South 59°11' East 199.24 feet; thence South 0°09' West 264.59 feet to the place of beginning, in Lane County, Oregon.

**REGISTERED
PROFESSIONAL
LAND SURVEYOR**

DIGITALLY SIGNED

**OREGON
JANUARY 14, 2003
RYAN M. ERICKSON
55524**

EXPIRES: 12/31/2021



**Planning Director's Findings and Recommendation
Annexation Request for Staton Family Trust
(City File: A 21-3)**

Application Submitted: March 01, 2021
Applicant: Claudia Jean Staton and Jeffery Staton on behalf of the Staton Family Trust Under Bartzat Joint Trust
Property Included in Annexation Request: Tax Lot 1200 of Assessor's Map 17-03-09-31
Zoning: R-1 Low-Density Residential with /UL Urbanizable Land Overlay
Location: 3647 Coburg Road
Representative: Elsa Johnson; Metro Planning, Inc.
Lead City Staff: Rodney Bohner, Associate Planner, City of Eugene Planning Division, 541-682-5437

EVALUATION:

Based on the information provided by the applicant, the City has determined that this request complies with Eugene Code (EC) Section 9.7805 Annexation - Applicability. As such, it is subject to review and approval in accordance with the requirements, application criteria and procedures of EC 9.7800 through 9.7835. The applicable approval criteria are presented below in bold typeface with findings and conclusions following each.

EC 9.7825(1) The land proposed to be annexed is within the city’s urban growth boundary and is: (a) Contiguous to the city limits; or (b) Separated from the city only by a public right of way or a stream, bay, lake or other body of water.		
Complies		Findings: The annexation area is within the City’s urban growth boundary (UGB) and contiguous to City limits along the property’s northwestern boundary, consistent with subsection (a).
☒ YES	☐ NO	
EC 9.7825(2) The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans.		
Complies		Findings: Several policies from the <u>Metro Plan</u> provide support for this annexation by encouraging compact urban growth to achieve efficient use of land and urban service provisions within the UGB, including the following policies from the Growth Management section (in <i>italic text</i>): <i>Policy 8. Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that:</i> <i>a. A minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner.</i> <i>b. There will be a logical area and time within which to deliver urban services and facilities. Conversion of urbanizable land to urban shall also be consistent with the Metro Plan. (page II-C-4)</i> <i>Policy 10. Annexation to a city through normal processes shall continue to be the highest priority. (page II-C-5).</i>
☒ YES	☐ NO	

		<p><i>Policy 15. Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services. While the time frame for annexation may vary, annexation should occur as land transitions from urbanizable to urban. (page II-C-5)</i></p> <p>The following policy from the Residential Element of the <u>Metro Plan</u> is also applicable:</p> <p><i>Policy A.2 Residentially designated land within the UGB should be zoned consistent with the <u>Metro Plan</u>, and applicable plans and policies; however, existing agricultural zoning may be continued within the area between the city limits and UGB until rezoned for urban uses.</i></p> <p>The <u>Metro Plan</u> designates the annexation area as appropriate for low-density residential use. The <u>Willakenzie Area Plan (WAP)</u> is the adopted refinement plan for the subject property, which also designates the area for low density residential use. The property is zoned R-1 Low-Density Residential with a /UL Urbanizable Land overlay. The /UL overlay will be automatically removed from the property following annexation approval.</p> <p>Regarding applicable policies of the <u>WAP</u>, the subject property is located within the North Region, Unincorporated Subarea. None of the listed policies for this subarea appear to be directly applicable to the subject property. The proposed annexation does not appear to conflict with any of the Land Use Policies or Residential Policies. The “Public Facilities and Services Element” policies of the WAP are directed at local government; however, the premise of these policies (regarding the provision of urban services) is the assumption that the properties within the UGB will be annexed.</p> <p>As previously discussed in this subsection, and further detailed under subsection (3) below, the proposed annexation is consistent with <u>Metro Plan</u> growth management policies and can be served by the minimum level of key urban services. The annexation procedures beginning at EC 9.7800 are consistent with State law and therefore, as found throughout this report, the annexation is consistent with State law.</p> <p>Based on the findings above, the proposal is consistent with the applicable policies of the <u>Metro Plan</u> and <u>WAP</u> refinement plan.</p>
EC 9.7825(3)		The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner.
Complies		Findings: Consistent with this criterion, the proposed annexation will result in a
☒ YES	☐ NO	boundary in which the minimum level of key urban facilities and services can be provided in an orderly, efficient, and timely manner as detailed below:

Wastewater

Wastewater service is available in Coburg Road via an 8-inch mainline which demonstrates that service is available to the site. In the event of future improvements, evaluation of service connections will occur.

Stormwater

Stormwater lines exist within Coburg Road which provide one option for treatment at the time of development. Treatment of stormwater will be further evaluated for consistency with City of Eugene policies and plans for treatment at the time of development. With options to retain on-site, use existing service, or develop new infrastructure stormwater treatment can be provided in an orderly, efficient, and timely manner.

Transportation

The property has frontage on Coburg Road, a public street that connects to other streets allowing access to the greater public street system. In the event further development, additional evaluation of access to the public street system would occur at that time.

Solid Waste

Collection service is provided by private firms. Regional disposal sites are operated by Lane County.

Water and Electric

Eugene Water and Electric Board (EWEB) staff confirm that water and electric services are available to the property. Water and electric services can be extended to the subject property in accordance with EWEB policies and procedures.

Public Safety

Police protection can be extended to this site upon annexation consistent with service provision through the City. Fire protection will be provided by Eugene Springfield Fire. Emergency medical services are currently provided on a regional basis and will continue in the same manner upon annexation.

Parks and Recreation

Parks and recreation programs are provided on a City-wide basis. The inclusion of the subject property in the City is sufficient evidence to demonstrate the minimum level of this key urban service is met.

Planning and Development Services

Planning and building permit services are provided for all properties located within the Urban Growth Boundary by the City of Eugene. The Eugene Code, Chapter 9, will provide the required land use controls for future development of the subject property upon annexation.

		<p><u>Communications</u></p> <p>A variety of telecommunications providers offer communications services throughout the Eugene/Springfield area.</p> <p><u>Public Schools</u></p> <p>The subject property is within Eugene School District 4J and is within the district boundary of Gilham Elementary School, Cal Young Middle School, and Sheldon High School. As access to schools is evaluated on a district-wide basis, the property's location within the school district is sufficient evidence to demonstrate the minimum level of this key urban service is met.</p>
--	--	--

CONCLUSION:

Based on the above findings, information submitted to date, and the criteria set forth in EC 9.7825, the proposed annexation is consistent with the applicable approval criteria. A map and legal description showing the area subject to annexation are included in the application file for reference. The effective date will be set in accordance with State law.

INFORMATIONAL ITEMS:

- Upon approval of the annexation, the base zoning of R-1 Low-Density Residential will remain; however, the /UL Urbanizable Lands overlay will be automatically removed from the annexation area. Please contact the Permit Information Center, Planner-on-Duty at 541-682-5377 for more information.
- Approval of this annexation does not relieve the applicant from complying with applicable codes and statutory requirements.



RECEIVED

MAR - 1 2021

Attachment C

ANNEXATION

Please complete the following application checklist. Note that additional information may be required upon further review in order to adequately address the applicable criteria for approval. If you have any questions about filling out this application, please contact Planning staff at the Permit and Information Center, phone (541)682-5377, 99 West 10th Avenue, Eugene.

List all Assessor's Map and Tax Lot numbers of the property included in the request.

Assessor's Map	Tax Lot	Zoning	Acreage
17030931	01200	R-1/UL	1.29

Property Address: 3647 Coburg Rd. Eugene, OR 97408

Plans for Future Development & Permit Number (if applicable):

Public Service Districts:

Name			
Parks:			
Electric:	Eugene Water and Electric Board		
Water:	Eugene Water and Electric Board		
Sanitary Sewer:			
Fire:	Willakenzie/Eugene RFPD		
Schools:	Elementary: Gilham	Middle: Cal Young	High: Sheldon
Other:			

Filing Fee

- ☒ A filing fee must accompany all applications. The fee varies depending upon the type of application and is adjusted periodically by the City Manager. Check with Planning staff at the Permit and Information Center to determine the required fee or check website at www.eugeneplanning.org

Written Statement (Submit 5 copies)

- ☒ Submit a detailed written statement describing **how** this request is consistent with all applicable criteria (Section 9.7825 of the Eugene Code).

Site Plan Requirements

Submit 3 paper copies and 1 digital copy of a site plan, drawn to an engineer's scale on 8 ½" x 11" sheet of paper. Site plans shall include the following information:

- ☒ Show the date & north arrow on site plan.
- ☒ Show the Assessor's Map and Tax Lot number(s) on the site plan.
- ☒ Show a vicinity map on the site plan (vicinity map does not need to be to scale).
- ☒ Show city limits & UGB (if applicable)
- ☒ Clearly label the affected territory and any public right of ways to be annexed.
- ☒ Show all adjacent streets, alleys, and accessways.
- ☒ Show all dimensions of existing public utility easements and any other areas restricting use of the parcels, such as conservation areas, slope easements, access easements, etc.
- ☒ Show the location of all existing structures.

Other Application Requirements (Submit 3 paper copies and 1 digital copy of all)

- ☒ Petition for Annexation form listing all owners, including partial owners, and electors. This form includes the Certification of Electors which must be signed by the Lane County Elections/Voter Registration Department and also includes the Verification (Certification) of Property Owners which must be signed by the Lane County Department of Assessment and Taxation. *This form is required even if the land is vacant.*
- ☒ Notarized Consent to Annexation form.
- ☒ A legal description of the land proposed for annexation, including any public right of way prepared by a registered land surveyor. Oregon Revised Statutes (ORS) 308.225 requires submittal of a closing metes and bounds description or subdivision block and lot number description. Please see example of acceptable legal descriptions contained in the application packet. The legal description must exactly correspond with the map included with the application or the Assessor's map.
- ☒ Summary of Urban Service Provision form.
- ☒ Census Information Sheet.

Note: This is not a complete list of requirements. Additional information may be required after further review in order to adequately address the applicable approval criteria.

By signing, the undersigned certifies that he/she has read and understood the submittal requirements outlined, and that he/she understands that omission of any listed item may cause delay in processing the application. I (We), the undersigned, acknowledge that the information supplied in this application is complete and accurate to the best of my (our) knowledge.

PROPERTY OWNER OF TAX LOT: 01200

Name (print): Claudia Jean Staton (Staton Family Trust Under Bartzat Joint Trust)

Address: 1300 SW 5th Ave Ste 1950

Email: _____

City/State/Zip: Portland, OR 97201

Phone: _____

Fax: _____

Signature: *Claudia Jean Staton* Date: 1-28-21

PROPERTY OWNER OF TAX LOT: _____

Name (print): _____

Address: _____

Email: _____

City/State/Zip: _____

Phone: _____

Fax: _____

Signature: _____

Date: _____

PROPERTY OWNER OF TAX LOT: _____

Name (print): _____

Address: _____

Email: _____

City/State/Zip: _____

Phone: _____

Fax: _____

Signature: _____

Date: _____

SURVEYOR:

Name (print): _____

Company/Organization: _____

Address: _____

City/State/Zip: _____

Phone: _____

Fax: _____

E-mail: _____

Signature: _____

Date: _____

By signing, the undersigned certifies that he/she has read and understood the submittal requirements outlined, and that he/she understands that omission of any listed item may cause delay in processing the application. I (We), the undersigned, acknowledge that the information supplied in this application is complete and accurate to the best of my (our) knowledge.

PROPERTY OWNER OF TAX LOT: 01200

Name (print): Claudia Jeanne Staton (Staton Family Trust Under Bartzat Joint Trust

Address: 1300 SW 5th Ave Ste ¹⁹⁵⁰~~1500~~ EAS Email: _____

City/State/Zip: Portland, OR 97201 Phone: _____ Fax: _____

Signature: _____ Date: _____

PROPERTY OWNER OF TAX LOT: _____

Name (print): _____

Address: _____ Email: _____

City/State/Zip: _____ Phone: _____ Fax: _____

Signature: _____ Date: _____

PROPERTY OWNER OF TAX LOT: _____

Name (print): _____

Address: _____ Email: _____

City/State/Zip: _____ Phone: _____ Fax: _____

Signature: _____ Date: _____

SURVEYOR:

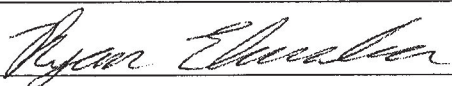
Name (print): Ryan Erickson

Company/Organization: EGR & Associates, Inc

Address: 2535B Prairie Road

City/State/Zip: Eugene, OR 97402 Phone: (541) 688-8322 Fax: (541) 688-8087

E-mail: _____

Signature:  Date: 02/23/2021

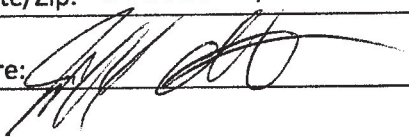
By signing, the undersigned certifies that he/she has read and understood the submittal requirements outlined, and that he/she understands that omission of any listed item may cause delay in processing the application. I (We), the undersigned, acknowledge that the information supplied in this application is complete and accurate to the best of my (our) knowledge.

PROPERTY OWNER OF TAX LOT: 01200

Name (print): Jeffery Staton (Staton Family Trust Under Bartzat Joint Trust)

Address: 1300 SW 5th Ave Ste 1950 Email:

City/State/Zip: Portland, OR 97201 Phone: Fax:

Signature:  Date: 2/9/2021

PROPERTY OWNER OF TAX LOT: _____

Name (print):

Address: Email:

City/State/Zip: Phone: Fax:

Signature: Date:

PROPERTY OWNER OF TAX LOT: _____

Name (print):

Address: Email:

City/State/Zip: Phone: Fax:

Signature: Date:

SURVEYOR:

Name (print):

Company/Organization:

Address:

City/State/Zip: Phone: Fax:

E-mail:

Signature: Date:

REPRESENTATIVE (If different from Surveyor):

Name (print): Elsa Johnson

Company/Organization: Metro Planning, Inc

Address: 846 A Street

City/State/Zip: Springfield, OR 97477 Phone: (541) 302-9830 Fax:

E-mail: elsa@metroplanning.com

Signature:  Date: 2/23/2021

****Attached additional sheets if necessary.**

RECEIVED

MAR - 1 2021

CITY OF EUGENE
PLANNING DIVISION

LAND USE PLANNING AND CONSULTING SERVICES

846 A STREET
SPRINGFIELD, OREGON 97477
(541) 302-9830
WWW.METROPLANNING.COM

ANNEXATION APPLICATION FOR STATON FAMILY TRUST UNDER BARTZAT JOINT TRUST

WRITTEN STATEMENT

Submittal No.:	1
Document Date:	February 10, 2021
Applicant's Request:	Approval of annexation of property located at 3647 Coburg Rd.
Property Owner/ Applicant:	Staton Family Trust Under Bartzat Joint Trust 1300 SW 5 th Ave Ste 1950 Portland, OR 97201
Applicant's Representative/ Planner/Project Coordinator:	Metro Planning, Inc. c/o Elsa Johnson 846 A Street Springfield, OR 97477 Tel (541) 302-9830
Subject Property:	Map 17-03-09-31; Tax Lot 01200
Location:	3647 Coburg Rd.
Property Size:	1.29 acres
Zoning:	R-1 Low Density Residential UL - Urbanizable Land
Future Development Plans Proposed with this Annexation:	N/A

Background

This is an annexation application for approximately 1.29 acre site, located at 3647 Coburg Road, in an area zoned Low Density Residential (R-1). The subject property is in the Urbanizable Land Overlay District, (UL), as it is located outside City of Eugene city limits, but within the Urban Growth Boundary (UGB). The tax lot on the subject property is contiguous to city limits on one side. The proposed annexation is consistent with the City's Metro Plan designation, showing the land within the UGB and included in these plan diagrams.

To facilitate city staff review of this annexation application, this written statement clearly demonstrates how the development meets the Annexation application criteria of EDC 9.7825 Criteria. The Eugene Development Code (EDC) text sections are in bold and/or italics and the responses are included in plain text.

Annexations

9.7825 Annexation – Approval Criteria. *The city council shall approve, modify and approve, or deny a proposed annexation based on the application's consistency with the following:*

1. *The land proposed to be annexed is within the city's urban growth boundary and is:*
 - a. *Contiguous to the city limits; or*
 - b. *Separated from the city only by a public right of way or a stream, bay, lake or other body of water.*

The subject property Tax Lot 01200 is contiguous to city limits on the northwestern property line of Tax Lot 01200.

2. *The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans.*

The subject property is located within the City's urban growth boundary and in an area zoned Low Density Residential (R-1). The Metro Plan diagram indicates that the property is designated for low density residential development. The area is within the Willakenzie Refinement Plan. Willakenzie Refinement Plan standards, where relevant to residential property, are addressed below. Upon approval of this proposed annexation by the City Council, the property will remain Low Density Residential and the Urban Land (UL) Overlay will automatically cease to apply.

As further detailed in subsection (3), the proposed annexation is consistent with Metro Plan growth management policies and can be served by the minimum level of key urban services.

Several other policies from the Metro Plan provide support for this annexation by encouraging compact urban growth to achieve efficient use of land and urban service provisions within the UGB, including the following policies from the Growth Management section:

Metro Plan Growth Management Policies:

Policy 1: The UGB and sequential development shall continue to be implemented as an essential means to achieve compact urban growth. The provision of all urban services shall be concentrated inside the UGB.

The proposed annexation includes land within the UGB and outside city limits. Annexing such land would create more opportunity for compact urban growth. The land is within the UGB, therefore ensuring the provision of all urban services will be concentrated inside the UGB.

Policy 8: Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that:

- a. *A minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner.*
- b. *There will be a logical area and time within which to deliver urban services and facilities. Conversion of urbanizable land to urban shall also be consistent with the Metro Plan.*

The minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner.

Policy 10: Annexation to a city through normal processes shall continue to be the highest priority.

This annexation application adheres to normal processes and therefore complies to this policy.

Policy 15: Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services. While the time frame for annexation may vary, annexation should occur as land transitions from urbanizable to urban.

The full range of urban facilities and services are provided. This annexation application is for land designated as urbanizable within the UGB. Annexation allows for urbanizable land to transition to urban.

9.9700 Willakenzie Area Plan Policies

1. Land Use Element – General Policies.

(c) Retain existing significant vegetation whenever possible to provide buffering between residential and nonresidential uses, as well as between low-density and higher density residential areas. (Policy 3)

The subject property does not border higher density residential or nonresidential areas.

(f) Minimize land use conflicts by promoting compatibility between low-density and higher-density residential land uses as well as between residential and nonresidential land uses. (Policy 6)

The subject property does not border higher density residential areas, it shares boundaries with residential properties except for the northwest boundary which lies along Coburg Rd.

2. Land Use Element – Residential Policies.

(a) Maintain the existing low-density residential character of existing Willakenzie neighborhoods, while recognizing the need to provide housing for all income groups in the city. (Policy 1)

The property is zoned low-density, thereby keeping the residential character of the Willakenzie neighborhoods. The existing home is manufactured, valued under \$65,000, far below the Eugene median price for homes.

(g) Promote compatibility between low-density residential land uses and medium – to high-density residential land uses. (Policy 8)

The subject property does not border medium to high-density residential areas.

9) Land Use Element – North Region, Unincorporated Subarea.

(a) The City shall require future developments on parcels abutting the UGB to provide an effective transition between urban and rural land uses. This transition is intended to minimize potential conflicts with adjacent agricultural uses and sand and gravel operations. (Policy 2)

The subject property does not abut the UGB.

(c) The City shall limit access points along both sides of County Farm Road, north of the present city limits. Encourage construction of a local residential street system to provide access. (Policy 5)

The subject property is not adjacent to County Farm Road.

3. *The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner.*

The proposed boundary results in key urban facilities and services provided in an orderly, efficient and timely manner. Adjacent to the subject property on the northwest is Coburg Rd., a public right-of-way, located within city limits. Utilities required to serve the property are located within the right-of-way as shown on the Site Plan.

Electric power facilities and water are currently provided by Eugene Water and Electric Board. Sanitary sewer and storm water lines exist across Coburg Road and will need to be extended to the property to further develop it.

As discussed below, public services are in place and readily available to the properties proposed for annexation. Because of the proximity to the surrounding urban facilities, services can be provided in an orderly, efficient, and timely manner.

- Electric and water service is provided by EWEB in Coburg Road to the site.
- Willakenzie/Eugene RFPD currently provides fire service to the area and will continue to provide service upon annexation.
- Tax Lot 01200 has access to Coburg Rd, allowing transportation access from the North and South.
- The property is within the Eugene School District 4J and is within the district boundaries of Gilham Elementary School, Cal Young Middle School, and Sheldon High School.

If there are any questions or concerns, please do not hesitate to contact me at Metro Planning via email (elsa@metroplanning.com).

Regards,

Elsa Johnson

Consent to Annexation

Consent is hereby given to the annexation by the City of Eugene, Oregon of the following described real property:

Map and Tax Lot: 17-03-09-31-01200 Address: 3647 Coburg Rd.

Legal Description: See attached legal description

In the corporate limits of said city, which is owned by the undersigned

DATED this 22nd day of March, 2021.

Claudia Jean Stator

STATE OF OREGON)

)ss

County of Lane)

On this 22 day of March, 2021, before me, the undersigned, a notary public in and for the said county and state, personally appeared the within-named, Claudia Stator, who is known to me to be the identical individual described herein and who executed the same freely and voluntarily.

Seal:



IN TESTIMONY WHEREOF, I have hereunto set my hand and seal the day and year last above written.

Karen Dawn Thompson
Notary Public for Oregon
My Commission Expires August 16, 2021

Consent to Annexation

Consent is hereby given to the annexation by the City of Eugene, Oregon of the following described real property:

Map and Tax Lot: 17-03-09-31-01200 Address: 3647 Coburg Rd.

Legal Description: See attached legal description

In the corporate limits of said city, which is owned by the undersigned

DATED this 8th day of February, 2021.



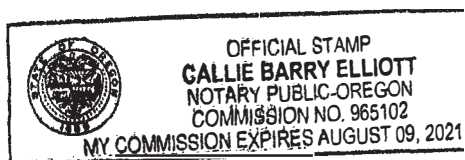
STATE OF OREGON)

County of Lane)ss

On this 8 day of February, 2021, before me, the undersigned, a notary public in and for the said county and state, personally appeared the within-named, Jeffery Staton

who is known to me to be the identical individual described herein and who executed the same freely and voluntarily.

Seal:



IN TESTIMONY WHEREOF, I have hereunto set my hand and seal the day and year last above written.

Callie Barry Elliott
Notary Public for Oregon
My Commission Expires August 9 2021

Application #: C * 2008 - _____
For City Use Only

* CB = Coburg CG = Cottage Grove

CR = Creswell EU = Eugene

FL = Florence JC = Junction City

OA = Oakridge SP = Springfield

PETITION

Petition Signature Sheet Annexation by Individuals

We, the following property owners/electors, consent to the annexation of the following territory to the City of (Insert Name of City):

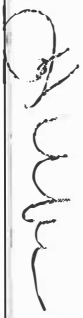
Signature	Date Signed m/d/y	Print Name	Residence Address (street, city, zip code)	Map and Tax Lot Number (example: 17-04-03-00-00100)	✓ Land Owner	✓ Reg Voter	Acres (qty)
	12/25/21	CLAUDIA STATION Trust Under Bartzat Joint	3647 Coburg Rd. Eugene, OR 97408	17-03-09-31-01200	X		1.29
3.							
4.							
5.							

Note: With the above signature(s), I am attesting that I have the authority to consent to annexation on my own behalf or on behalf of my firm or agency. (Attach evidence of such authorization when applicable.)

I, Jean R. B. B. (printed name of circulator), hereby certify that every person who signed this sheet did so in my presence.
X John Walsh (signature of circulator)

CERTIFICATION OF PROPERTY OWNERS

The total landowners in the proposed annexation are 1 (qty). This petition reflects that 1 (qty) landowners (or legal representatives) listed on this petition represent a total of 100 (%) of the landowners and 100 (%) of the acres as determined by the map and tax lots attached to the petition. A&T is not responsible for subsequent deed activity which may not yet be reflected on the A&T computerized tax roll.


Lane County Department of Assessment and Taxation
2/5/2021
Date Certified

CERTIFICATION OF ELECTORS

The total active registered voters in the proposed annexation are _____. I hereby certify that this petition includes _____ valid signatures representing _____ (%) of the total active registered voters that are registered in the proposed annexation.

Lane County Clerk or Deputy Signature

Date Certified

Application #: C * 2008 - ____

For City Use Only

* CB = Coburg

CR = Creswell

FL = Florence

OA = Oakridge

CG = Cottage Grove

EU = Eugene

JC = Junction City

SP = Springfield

PETITION

Petition Signature Sheet

Annexation by Individuals

We, the following property owners/electors, consent to the annexation of the following territory to the City of *(insert Name of City)*:

Signature	Date Signed m/d/y	Print Name	Residence Address (street, city, zip code)	Map and Tax Lot Number (example: 17-04-03-00-00100)	✓ Land Owner	✓ Reg Voter	Acres (qty)
	1/21/21	Robert J. Bartz Under Bartzat Joint Trust	3647 Coburg Rd. Eugene, OR 97408	17-03-05-31-01206	X		1.29

Note: With the above signature(s), I am attesting that I have the authority to consent to annexation on my own behalf or on behalf of my firm or agency. (Attach evidence of such authorization when applicable.)

I, Robert J. Bartz (printed name of circulator), hereby certify that every person who signed this sheet did so in my presence.
 X (signature of circulator)

CERTIFICATION OF PROPERTY OWNERS

The total landowners in the proposed annexation are 1 (qty). This petition reflects that 1 (qty) landowners (or legal representatives) listed on this petition represent a total of 100 (%) of the landowners and 100 (%) of the acres as determined by the map and tax lots attached to the petition. A&T is not responsible for subsequent deed activity which may not yet be reflected on the A&T computerized tax roll.

Lane County Department of Assessment and Taxation

2/5/2021

Date Certified

CERTIFICATION OF ELECTORS

The total active registered voters in the proposed annexation are _____. I hereby certify that this petition includes _____ valid signatures representing _____ (%) of the total active registered voters that are registered in the proposed annexation.

Lane County Clerk or Deputy Signature

Date Certified

Application #: C * 2008 - _____
For City Use Only

* CB = Coburg CG = Cottage Grove
CR = Creswell EU = Eugene
FL = Florence JC = Junction City
OA = Oakridge SP = Springfield

PETITION
Petition Signature Sheet
Annexation by Individuals

We, the following property owners/electors, consent to the annexation of the following territory to the City of (Insert Name of City):

Signature	Date Signed m/d/y	Print Name	Residence Address (street, city, zip code)	Map and Tax Lot Number (example: 17-04-03-00-00100)	✓ Land Owner	✓ Reg Voter	Acres (qty)
	12/21	Staton Family Trust Under Bartzat Joint Trust CLAUDIA STATON	3647 Coburg Rd. Eugene, OR 97408	17-03-09-31-01200	X		1.29
3.							
4.							
5.							

Note: With the above signature(s), I am attesting that I have the authority to consent to annexation on my own behalf or on behalf of my firm or agency. (Attach evidence of such authorization when applicable.)

I, JOHN RUBEK (printed name of circulator), hereby certify that every person who signed this sheet did so in my presence.
X  (signature of circulator)

CERTIFICATION OF PROPERTY OWNERS

The total landowners in the proposed annexation are _____ (qty). This petition reflects that _____ (qty) landowners (or legal representatives) listed on this petition represent a total of _____ (%) of the landowners and _____ (%) of the acres as determined by the map and tax lots attached to the petition. A&T is not responsible for subsequent deed activity which may not yet be reflected on the A&T computerized tax roll.

Lane County Department of Assessment and Taxation

Date Certified _____

CERTIFICATION OF ELECTORS

The total active registered voters in the proposed annexation are 2. I hereby certify that this petition includes 2 valid signatures representing 100 (%) of the total active registered voters that are registered in the proposed annexation.

Lane County Clerk or Deputy Signature

2-23-2021
Date Certified

* CB = Coburg
CR = Creswell
FL = Florence
OA = Oakridge
CG = Cottage Grove
EU = Eugene
JC = Junction City
SP = Springfield

PETITION
Petition Signature Sheet
Annexation by Individuals

We, the following property owners/electors, consent to the annexation of the following territory to the City of *(insert Name of City)*:

Signature	Date Signed m/d/y	Print Name	Residence Address (street, city, zip code)	Map and Tax Lot Number (example: 17-04-03-00-00100)	✓ Land Owner	✓ Reg Voter	Acres (qty)
1.		Staton Family Trust Under Bartzat Joint	3647 Coburg Rd. Eugene, OR 97408	17-03-09-31-01200	X		1.2
2.	1/27/21	Selfery Staton					
3.							
4.							
5.							

Note: With the above signature(s), I am attesting that I have the authority to consent to annexation on my own behalf or on behalf of my firm or agency. (Attach evidence of such authorization when applicable.)

I, Cod. Staton (printed name of circulator), hereby certify that every person who signed this sheet did so in my presence.
X (signature of circulator)

CERTIFICATION OF PROPERTY OWNERS

The total landowners in the proposed annexation are _____ (qty). This petition reflects that _____ (qty) landowners (or legal representatives) listed on this petition represent a total of _____ (%) of the landowners and _____ (%) of the acres as determined by the map and tax lots attached to the petition. A&T is not responsible for subsequent deed activity which may not yet be reflected on the A&T computerized tax roll.

CERTIFICATION OF ELECTORS

The total active registered voters in the proposed annexation are 2. I hereby certify that this petition includes 2 valid signatures representing 100 (%) of the total active registered voters that are registered in the proposed annexation.

Lane County Department of Assessment and Taxation

Date Certified _____

Q. Madro Path
Lane County Clerk or Deputy Signature

2-23-2021

Date Certified

Summary of Urban Service Provision

This form is intended as a guide to assist applicants in demonstrating that a minimum level of key urban services can be provided to the area proposed for annexation. Space is provided on this form for you to provide detailed information on service provision. Please add additional pages if necessary to provide details of servicing issues related to the area you are annexing. To assist you in providing this information, some contacts are listed below. For large or difficult to serve properties, you may wish to contact a private land use planning consultant to prepare your application.

Property Owner(s) Name:

Claudia Jean Staton/Jeffery Staton (Staton Family Trust Under Bartzat
Joint Trust)

Assessor's Map and Tax Lot Numbers for Properties Proposed for Annexation

(For example: Map 17-03-19-31, Tax Lot 100)

17-03-09-31, Taxlot 01200

Wastewater -- All new development must connect to the wastewater (sanitary sewer) system. Is wastewater service available to serve the area proposed for annexation? (For more information, contact the Engineering staff at the City of Eugene Permit and Information Center or call 541-682-8400.)

The property(ies) in this annexation request:

 will be served from an existing gravity wastewater line.

Location and size of existing wastewater line:

 X will be served by an extension of an existing gravity wastewater line.

Where will a wastewater line be extended from? When will it be extended? By whom?

It will be extended from a line located west of Coburg Rd.

Stormwater -- Site plans for all new development must provide for drainage to an approved system consistent with the Comprehensive Stormwater Management Plan. City approval for storm drainage will be required as part of the development process. (For more information, contact the Engineering staff at the City of Eugene Permit and Information Center or call 541-682-8400.)

Is the site currently served by an approved stormwater system?

no

If yes,
location? _____

If no, how will stormwater be handled after development? -
A stormwater line will be extended from a line located
on the west side of Coburg Rd.

Streets – What existing streets provide access to this site. List existing streets that provide access to this site from River Road, the Northwest Expressway, or Beltline Highway. _____
Coburg Rd.

Will dedication for additional street right-of-way be required upon further development of this site?

_____ Yes X No _____ Unknown

Will existing streets be extended or new streets constructed upon further development of this site?

_____ Yes X No _____ Unknown

Parks, Recreation, and Cultural Services

Systems Development revenues generated by new development and Ballot Measure 20-30, which authorized the issuance of \$25.3 million in general revenue bonds, will help to fund future City park acquisition and development in this area and throughout the city. Please list the parks and recreation facilities that already exist or are planned in the general vicinity of the property(ies) included in this annexation:

Armitage Park (county park), Crescent Park, undeveloped Eugene
city park located at Grand Cayman Dr.

Key services, defined by the Metropolitan Plan as parks and recreation programs, will be available to new city residents in this area on an equal basis with residents throughout the city.

Public Safety

Police services - Police protection can be extended to this site upon annexation consistent with service provision throughout the city.

For River Road/Santa Clara area-

Police services - Police protection can be extended to this site upon annexation consistent with service provision throughout the city. Police currently travel along River Road to provide service to areas throughout the River Road and Santa Clara area. Infill annexations and development in this area will increase the efficiency of service delivery to this area.

Fire and emergency services (Please indicate which fire district serves subject property.)

_____ Santa Clara - Fire protection services are currently provided to the subject property by the Santa Clara Rural Fire Protection District.

_____ River Road - Fire and emergency services - Fire protection is currently provided to the subject property by the River Road Water District under contract with the City of Eugene. Upon annexation, fire protection will be provided directly by the City of Eugene Fire & EMS Department.

Emergency medical transport (i.e., ambulance) services are currently provided on a regional basis by Eugene, Springfield, and Lane Rural Fire/Rescue to central Lane County, including the River Road and Santa Clara areas. After annexation, this service will continue to be provided by the current provider. All ambulance service providers have mutual aid agreements and provide back-up service into the other providers' areas.

Planning and Development Services -- Planning and building permit services are provided to the area outside the city limits but within the urban growth boundary by the City of Eugene. This service would continue after annexation.

EWEB (Eugene Water and Electric Board) currently provides water and electric service in the Eugene area and can provide service to new development in the River Road and Santa Clara area upon annexation. Some properties in northern Eugene receive electric service from EPUD (Emerald People's Utility District). Some properties in south Eugene receive electric services from the Lane Electric Cooperative; please note if this is the case for your property. For more information contact EWEB, ph. 484- 2411, EPUD, ph. 746-1583 or Lane Electric Co-op, 484-1151.

Electric Service -- Which electric company will serve this site?

_____ EWEB _____.

Water Service -- Please provide the size and location of the water main closest to your

property. 12".

Coburg Rd (Water service is currently provided by EWEB)

Solid Waste -- Solid waste collection service is provided by private firms. Regional disposal sites and the Short Mountain Landfill are operated by Lane County.

Natural Gas -- Northwest Natural Gas can extend service to new development in this area.

Communications -- US West Communications and a variety of other telecommunications providers offer communications services throughout the Eugene/Springfield Area.

Certification of Description
3647 Coburg Rd. Eugene, OR

Pursuant to EC 9.7810(7), Annexation Application Requirements, I hereby certify the metes and bounds description of the real property proposed for annexation closes; and the map outlining the boundary is a true representation of the description.

Signature: 
Registered Land Surveyor

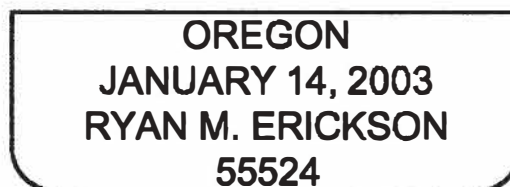
Print Name: Ryan Erickson

Date: February 16, 2021

Seal:



DIGITALLY SIGNED



EXPIRES: 12/31/2021

LEGAL DESCRIPTION

That property described as Parcel 2 in Bargain and Sale Deed Instrument No. 2020-045395, Recorded August 17, 2020, Lane County Oregon Deeds & Records, and more particularly described as follows:

Beginning at a point North 0°09' East 310.04 feet and 224.2 feet South 89°22' West of a point on the quarter section line 18.86 chains North 0°09' East from the quarter section corner between Sections 9 and 16, in Township 17 South, Range 3 West, of the Willamette Meridian; and running thence North 51°59' West 363.45 feet to the easterly line of the Eugene Branch of County Road No. 1043; thence North 39°05' East along the easterly line of County Road No. 1043, 183.8 feet; thence South 59°11' East 199.24 feet; thence South 0°09' West 264.59 feet to the place of beginning, in Lane County, Oregon.

**REGISTERED
PROFESSIONAL
LAND SURVEYOR**

DIGITALLY SIGNED

**OREGON
JANUARY 14, 2003
RYAN M. ERICKSON
55524**

EXPIRES: 12/31/2021