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"2002 Award of Excellence"

"2006 All-America City Finalist"

www.ci.harrisburg.or.us

Dept. of Consumer & Business Services
Building Codes Division
1535 Edgewater St. NW
Salem, OR 97309-0404

October 5, 2020

RE: Program Administration Request for the City of Harrisburg – Additional Information

Dear Program Analysts

The City of Harrisburg submitted our Program Administration Request for assuming our own Building Permit program, as of last week.

Because the City contracts with Linn County, who doesn't allow contracted cities to work on electrical permits, we had to request the information from them. We finally received that as of September 30, 2020 at 5:00pm. The attached page is our forecast based upon the information that they provided the City with.

Please add this to our application packet.

Best Regards;

A handwritten signature in blue ink, appearing to read "Michele Eldridge". The signature is fluid and cursive, with a long horizontal stroke at the end.

Michele Eldridge, CMC
Assistant City Administrator/City Recorder

Enc.

Harrisburg Electrical Program Revenues
 (Proposed as if Harrisburg/Junction City IGA were in effect.)
 FY 2016-2017 to FY 2019-20 and Projections for FY 2020-2021 to FY 2023-2024

	Past Estimated Performance					Future Forecasted Performance				Averages total program as projected
	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	Average of Prior 4 Years	FY 2020-2021*	FY 2021-2022*	FY 2022-2023*	FY 2023-2024*	
Revenues (Linn County)	\$ 5,372.00	\$ 7,024.00	\$ 11,244.00	\$ 9,911.00	\$ 8,387.75					
Expenditures (Linn County)	Unknown	Unknown	Unknown	Unknown	Unknown					
*Estimate of Net City Revenues @ 35% of total	\$ 1,880.00	\$ 2,458.00	\$ 3,935.00	\$ 3,469.00	\$ 2,936.00	\$ 2,669.00	\$ 2,722.00	\$ 2,776.00	\$ 2,829.00	\$ 2,842.25
Number of Permits	39	63	54	64	55	50	51	52	53	47
Estimated City Cost @ 30 Minutes per permit @ \$40 an hour (\$45/hr in 21/22 and onwards)	\$ 780.00	\$ 1,260.00	\$ 1,080.00	\$ 1,280.00	\$ 1,100.00	\$ 1,000.00	\$ 1,148.00	\$ 1,170.00	\$ 1,192.00	\$ 1,113.75
Net Estimate of City Revenues	\$ 1,100.00	\$ 1,198.00	\$ 2,855.00	\$ 2,189.00	\$ 1,835.50	\$ 1,669.00	\$ 1,574.00	\$ 1,606.00	\$ 1,637.00	\$ 1,728.50
	As of the new IGA: Avg. net city revenue for Electrical Permits \$53.38 Total Avg E. Permit Fee \$152.51									
Assumptions for FY 2021-2024 Projections: 1. No permit fee increases 2. Permit numbers decrease 10% in the 1st year of assumption 3. Permit numbers increase 2% per year after 1st year of assumption 4. City Staff time is estimated at 30 mins per permit at a total hourly personnel cost of \$40/hr in FY 2016-2021 and \$45/hr in FY 2021-2024										