



City Council Business Meeting Minutes November 10, 2020

Mayor: Robert Duncan, Presiding
Council President: Mike Caughey, Present
Councilors Present: Kimberly Downey, Robert Boese, Adam Keaton, and Charlotte Thomas (6:33pm)
Councilors Absent: Randy Klemm
Staff Present: City Administrator John Hitt, Asst. City Administrator/City Recorder Michele Eldridge, PW Director Chuck Scholz, and Finance Officer/Deputy City Recorder Cathy Nelson
Meeting Location: Harrisburg Municipal Center located at 354 Smith St.

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan at the hour of 6:30pm.

CONCERNED CITIZEN(S) IN THE AUDIENCE. All present were for there in general for the meeting.

THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO

LCSO Report: Captain Michelle Duncan reviewed the last report of the month of October. She outlined just one stop that was proactive in nature, and which with implied consent, required a trip to jail. That alone took 6 hours, and the report hasn't been written as of yet. Ross will have the citation to issue for that soon. Boese was interested in the stop made on N. 8th St., but Captain Duncan said that too was a pro-active stop. She has to be careful with that one, as it has not been adjudicated, and therefore, is not a public record as of yet. She would email the information to Hitt. They recently spoke with the District Attorney's office and are anticipating that the change in Oregon laws will make it harder for them to investigate crimes. Currently, if they stop a vehicle, and there are harsher drugs involved, it gives them the right to search a vehicle. That often discovers guns, stolen property, and other drugs. That right will end, unless they get search warrant. You can't get a search warrant for a violation. Narcotics has been her passion for years, and she isn't sure how this will impact what they can and can't do. The current law actually makes it less of a violation to possess heroin as opposed to being caught with a beer. They are all still working on what will change in the future based on this.

She also informed the council that Sergeant Gregory Klein will be retiring at the end of this year, and it's truly a loss for them. She supervised him when he was a deputy. He has been wonderful in this position and is truly a wonderful person. She hoped he could come to his last meeting in Harrisburg. In the meanwhile, they will start bringing their new person out to the meetings in the

future. She is making sure that everyone that applies for the spot, understands that they need to supply the same level of service that she, and now Greg, have provided to the cities. Caughey said that he had read something recently that they had done. Captain Duncan said that they aren't as good as they should be at stressing the wonderful things their personnel sometimes do. A child had their bicycle stolen in Lebanon, and the deputies discovered it in a homeless camp. It was ruined. The deputy took up a collection and went to Walmart and bought the child a bike, helmet, and a lock. He didn't tell them (LCSO) about it, he just took care of it. Caughey thought it was absolutely wonderful.

THE MATTER OF AMENDING CITY COUNCIL PROCEDURAL RULES AND GOVERNANCE POLICIES BY ADOPTING RESOLUTION NO. 1247

STAFF REPORT: Hitt reviewed the information briefly, noting that he had updated the information to allow public input to be between 2 to 5 minutes. If it becomes more than 5 minutes, then the presiding officer can stop them, and confirm with Council if we should allow them to proceed. There are certainly times in which it's important to receive public input, and it could go on for twenty minutes to an hour. By informing them of it, they can have an opportunity to finish up what they want to say.

Thomas mentioned that it was surprising to her how quickly 3 minutes can pass, when she recently had to add something to a different meeting. Downey liked that they could add something to the agenda if they'd like. Mayor Duncan said that he's a softie, and likes to give people the chance to speak, but if anyone wants to call a Point of Order, they can. Caughey noted two changes to section 6 and 7, and thought it was important to change the term to he/she.

- Thomas **motioned to approve Resolution No. 1247 and was seconded** by Keaton. **The Council then voted unanimously to approve Resolution No. 1247, and then by consensus that the change should apply to add he/she in section 6.**

THE MATTER OF AN INFORMATION UPDATE REPORT FROM CITY FRANCHISE - REPUBLIC SERVICES

REPUBLIC SERVICES REPORT: Julie Jackson, Operations Manager for Republic Services, was presenting the information in the Council agenda. They aren't raising rates in the next year, but they are still adjusting to the new normal. Since March, they have had a huge increase in the amount of waste from residential accounts. Due to takeout containers, shopping online and packaging materials, they are seeing a 30% to 40% increase in how quickly the trucks are filling. The decrease in commercial accounts is not matching that. Their drivers have recently come up with a new option that they are following through on. Plastic bags and garbage doesn't belong in recycling, and cost them money; so they have cameras mounted in the boxes, that will catch if bags are mixed into either recycling, or yard debris. The driver can call it in immediately, and a notice will be put on that residents' account, with a postcard sent, letting them know what they should be doing. It's handled like a cart not out, or a wheel broken. That is considered a warning. Then, if it happens again, a fee of \$15 is charged. It's more educational that way, because nobody wants extra charges, and they don't need the contamination.

Thomas liked that they get a warning. Keaton asked if that was per incident. Jackson told them yes, it was. Quite frankly, it would be easier for a customer to get a larger cart. This would be a better option than getting repeated fees. She added that if there is a bag sitting on the side of the garbage can, then they don't pick it up. They contact the customer instead and give them options. Council asked some questions in relation to the CPI that Republic Services uses, and Jackson said that if they have questions, they should let them know. The calculation they use is the difference between the CPI on June 30, 2019 and June 30, 2020. Boese asked some questions about Coffin Butte, and how they use it; Hitt added on to the question, asking them how long they could expect to continue using it. Jackson told them twenty to twenty-five years is the estimate. She doesn't think that another landfill could get authorized in Oregon; it's likely other options will come up. Hitt

asked as far as the new rate schedule, without the increase, does she need City Council to approve that? Jackson said yes, but they could do it in January instead of now.

- Thomas **motioned to approve the new additions to the rate sheet for recycling and yard debris contamination, effective January 1, 2021. She was seconded** by Downey, and the **City Council voted unanimously to approve the addition to the rate schedule as shown in the Council agenda.**
- Mayor Duncan asked if things were getting better in relation to recycling?
- Jackson told him yes, Oregon is improving. There are upgrades that are still being made, over the next five years. She heard today about an updated bottle bill, which would add wine and alcohol bottles, which would take them out of the recycling stream. That would help a lot. There is an upcoming meeting with the DEQ also, addressing some changes being considered.

THE MATTER OF HEARING A REPORT FROM OREGON RAIN

STAFF REPORT: Hitt noted that we had talked about RAIN a few months ago, and that Council was interested in getting more information about what they do for our businesses. Caroline Cummings is the Executive Director for RAIN Oregon and is participating via Zoom.

Caroline Cummings spoke with Council and let them know she could see 4 of them. She liked listening to the meeting. They started Oregon RAIN five years ago, starting out in 17 rural communities. She talked About Corey White, who is this area's Venture Catalyst. He has recently moved to Munich, Germany, but will still be working for RAIN while he's over there from 8:00 to 3:00 daily during the week. They have a team of 7 and are getting another catalyst to serve. She wanted to thank the City Council for supporting entrepreneurship and innovation. We only go where we are invited. She wanted to thank them for being part of this, as well as part of the MVP Group. (Mid-Valley Partnership.) She started the presentation by sharing her screen; those slides are part of these minutes, please see Addendum No. 1.

During the presentation, she talked about what RAIN does, and that it helps to support businesses, and especially, start-ups. They were starting a big push in Harrisburg, right before the pandemic started; so, unfortunately, the City Council hasn't been able to see the number of things that they were planning on. She also shared a scorecard, on how the City compares in supporting the entrepreneurial economic development system. (Please see Addendum No. 2) Everyone is knowledgeable about retention and expansion, plus marketing when looking at businesses; but entrepreneurship is the 4th leg to the stool, and needs to be addressed.

In activating Harrisburg, they did find one Angel investor; and they are training him on how to be an agent. She talked about the needs of our area. They already have a partnership with the Tri-County Chamber of Commerce, and Harrisburg is on par with Oakridge, which is a similar sized community. RAIN had recently received an \$100,000 grant from the CARES act, which allowed them to put together a digital marketing resiliency kit, to help businesses to go online, and have more sales online. Over the next six months, they will be onboarding a new person to help with events. They will continue to provide support and identify and support entrepreneurs that are just getting going. They are developing programming targeted to financial literacy and technology training. They outreached to 25 existing Harrisburg businesses. One is a tree service, and another is Sue Harris, of Harris bookkeeping. A business like KeyBank can help sponsor a business. She asked if the City Council had any questions.

- Downey said that she had mentioned 76 online events. How many businesses participated? She was wondering if they are targeting startups, rather than existing.

- Cummings noted that the first funding they had was restricted to start-ups, but now in January, they can start focusing on existing businesses.
- Mayor Duncan commented on it being a lot of information.
- Cummings agreed, and said that she wanted them to see what they are getting for their \$4,000. They will return in six months and will update the City Council on which businesses they are assisting, and you'll see a better update for the challenges and struggles they are going through.
- Mayor Duncan talked to her about his daughter, who is a deputy in The Dalles. She works with Trauma Informed Care.
- Cummings asked him to get in touch with her. She added that White is taking part in an MBA program in Munich, which puts him in touch with entrepreneurs all over the globe. She also commented that she really liked reading the bios that she found on the website about City Council and thanked them for having that. It makes them more real than sitting at a desk, passing laws. You are accessible, and she appreciates that.
- Council thanked her for participating, and Cummings signed off of Zoom.

THE MATTER OF ADOPTING AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN THE CITIES OF HARRISBURG AND JUNCTION CITY FOR THE PURPOSE OF ESTABLISHING JOINT ADMINISTRATION AND INSPECTION SERVICES FOR BUILDING, PLUMBING, MECHANICAL AND ELECTRICAL PERMITS WITHIN THE CITY OF HARRISBURG

STAFF REPORT: Hitt didn't have anything to add to the staff report.

- Caughey said that he's been through these 3 or 4 times. Does the 65% include the travel time for Junction City, or is it in addition?
- Hitt told him that the 65% does pay for inspectors travel time.
- Keaton **motioned to approve the proposed Intergovernmental Agreement (IGA) between Harrisburg and Junction City for the purposes of providing building, plumbing, mechanical and electrical code administration, inspections and enforcement, as well as designating the Junction City Building Official as the Harrisburg Building Official. the effective date of the IGA shall be July 1, 2021 and contingent on Oregon Building Codes Division approval of the IGA and the city's 'program administration request' of September 30, 2020. He was seconded by Downey, and the City Council voted unanimously to approve the IGA between Harrisburg and Junction City, for building permit services.**

THE MATTER OF APPROVING THE CONSENT LIST

- Thomas **motioned to approve the Consent List and was seconded by Caughey. The City Council then voted unanimously to approve the Consent List. The items approved by this action were as follows:**
 - **The City Council Minutes for September 15, and September 29, 2020**
 - **The Payment Approval Report for October 2020**

CITY ADMINISTRATOR VERBAL REPORT:

1. First Responder Appreciation Dinner: Eldridge noted that this will be held in January, because Life Bible always sponsors the December dinner.
2. City Administrator Schedule: Hitt noted that he will be absent from November 17 to Dec 2. He's not yet certain of his travel schedule through Christmas.

3. Planning Project - Update of Subdivision and Zoning Codes: Hitt said that he was in contact with the person from Washington who actually wrote the model code. Therefore, he feels it's an excellent idea to have him do a formal review of the zoning code. He feels it's a great idea to have this done; to make sure that none of our code is in violation of laws, or contradictory internally. We will do our own internal review; both Chuck and Michele will be reviewing; after which, he will have the Planning Commission start reviewing it again.

4. CRF Update: Eldridge reviewed how much she had already entered into the CRF program, and that she had over \$20,000 in personnel reimbursements thus far that she will be reporting.

5. Strategic Plan: Hitt told the City Council that the Strategic Plan will come back to them at the work session in January. A copy of the Strategic Plan draft handed to the City Council is available in the City Recorder's Office.

6. Elected Essential Workshop: Hitt told City Council about this class coming up through the LOC. These are refreshers; but he's discovered that there is almost always one thing that changes.

Downey said that she had taken the Ethics Training class in Halsey. It was one of those that if you take it, you don't need to take it again. Anybody can turn in an Ethics violation. If the OGEC gets one of those, they have to respond to it, as does the person who is turned in. Hitt agreed and said that anyone can file an ethics violation report. Downey said that she does everything in her power to avoid any kind of ethics violation.

OTHER ITEMS:

Kay Barnett, in the audience, said that she wanted to congratulate the Mayor, and 3 City Councilors who had been re-elected. Hitt said that he also wanted to note that we needed to re-negotiate our franchise agreement with AT&T. Downey asked when it was time to redo the BN agreement. (Burlington Northern). Hitt told her in 2022. Downey wanted to make sure that we addressed the deficiencies in that agreement.

Scholz then wanted to thank everyone who has served in the armed forces, since tomorrow is Veterans Day. He had put together a quick slideshow on 5th St., including a quick view of the vault that they had discovered. (These are available in the City Records Office for viewing). He showed a series of pictures of the project and the work that was done. He was very pleased with how it went together. There was good cooperation and work done with other companies; if they came across substandard materials, then we asked for it to be replaced. On 5th St., the gas company had replaced some sections in there. Pacific Power had a series of bad poles, so they replaced them. The cable company was a little late, but they did get to replace some things too. He noted that on Kesling, east of 5th St., he had initially thought to pave all the way down. When they got to the connection there, they found a pipe that went down to the dirt pile and was still a very old pipe. He talked to the homeowners, who asked them not to pave, and he said ok, but he would replace the water line instead of paving a dead-end street. They connected over to Macy, by going down the tracks. It was a good project.

ADJOURN: At the hour of 8:23pm; the meeting adjourned with no further business.

Mayor

City Recorder

Addendum No. 1



Presentation to Harrisburg City Council

November 10, 2020



Caroline Cummings

Executive Director | Oregon RAIN

caroline@oregonrain.org

503-507-8812



Corey Wright

Venture Catalyst | Oregon RAIN

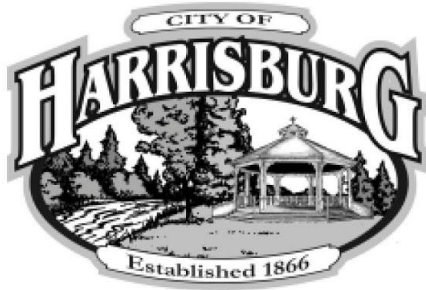
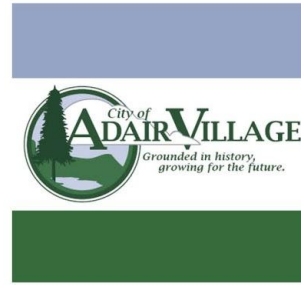
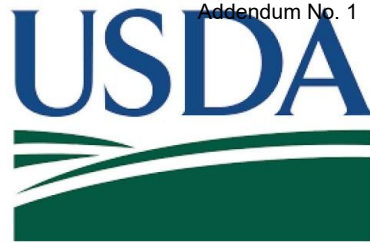
corey@oregonrain.org

503-507-8812

Thank You!

City of Harrisburg







“Entrepreneurship is a team sport.”

Kauffman Foundation



Oregon State University
Advantage Accelerator

Addendum

Venture Catalyst with Oregon RAIN



RAIN

OREGON

OREGON REGIONAL ACCELERATOR &
INNOVATION NETWORK

OUR VISION

Addendum No. 1

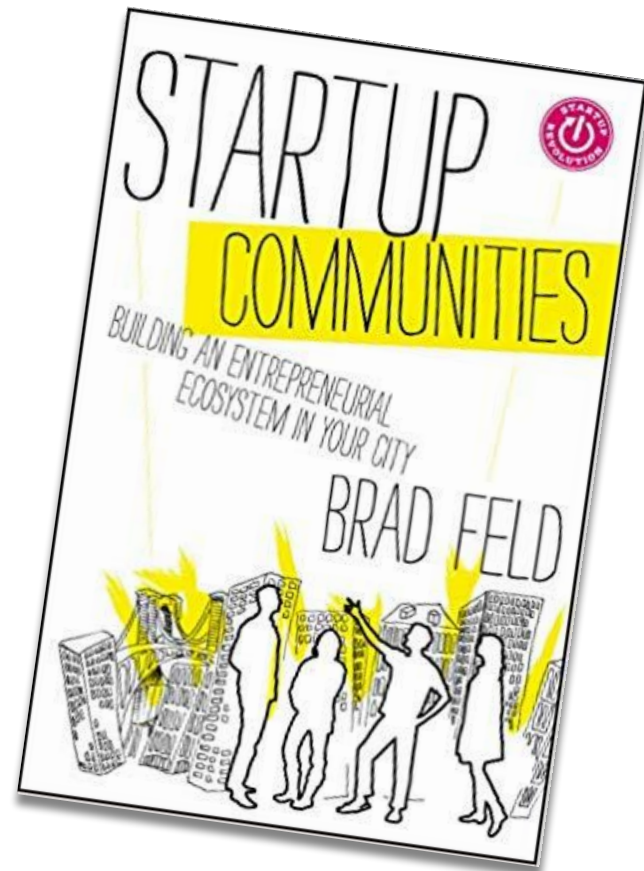
Communities support, value, and celebrate entrepreneurs.
Regional leaders recognize entrepreneurs are a primary creator of net new jobs.

Small and rural communities have thriving economies.

A culture of possibilities is embraced.

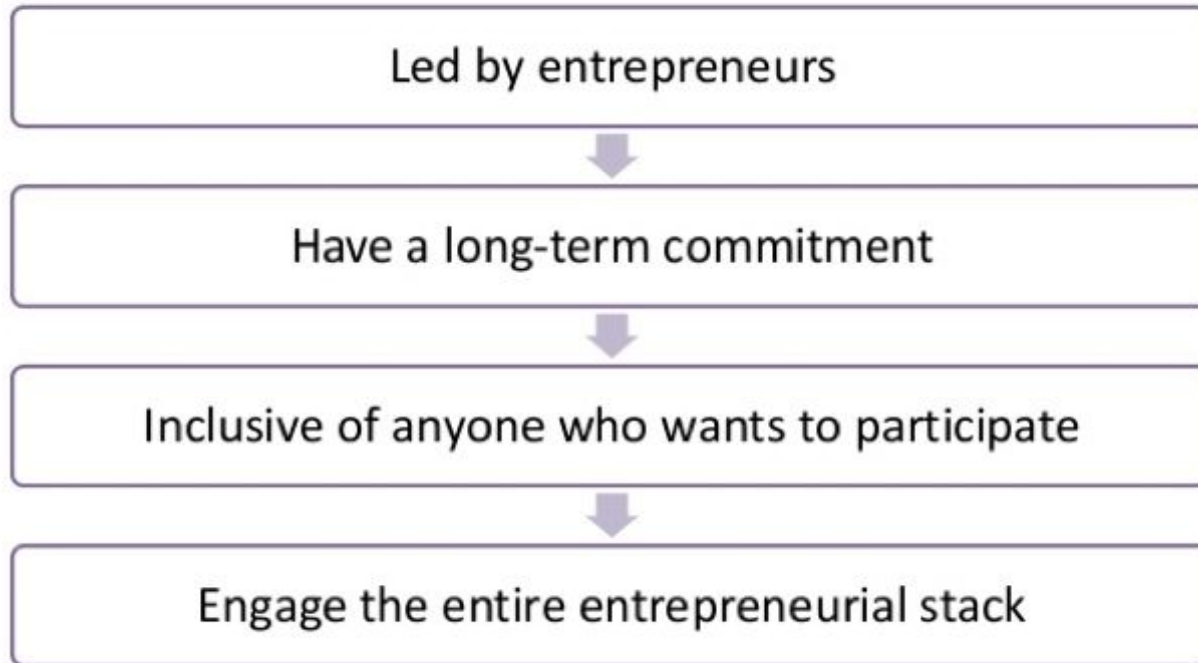


Startup Communities & The Boulder Thesis



Boulder Thesis

Addendum No. 1



Source: Feld, Brad (2012-09-06). Startup Communities: Building an Entrepreneurial Ecosystem in Your City, Wiley.

Addendum No. 1



Entrepreneurs & Innovators



Government Buy-in & Policy



Human Capital & Workforce



Education & Training



Mentors & Support Systems



Local & Global Markets

Entrepreneurial Ecosystems are defined as a set of interdependent actors and factors coordinated in such a way that they enable productive entrepreneurship within a particular territory.



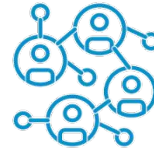
Investment Capital



Physical Assets

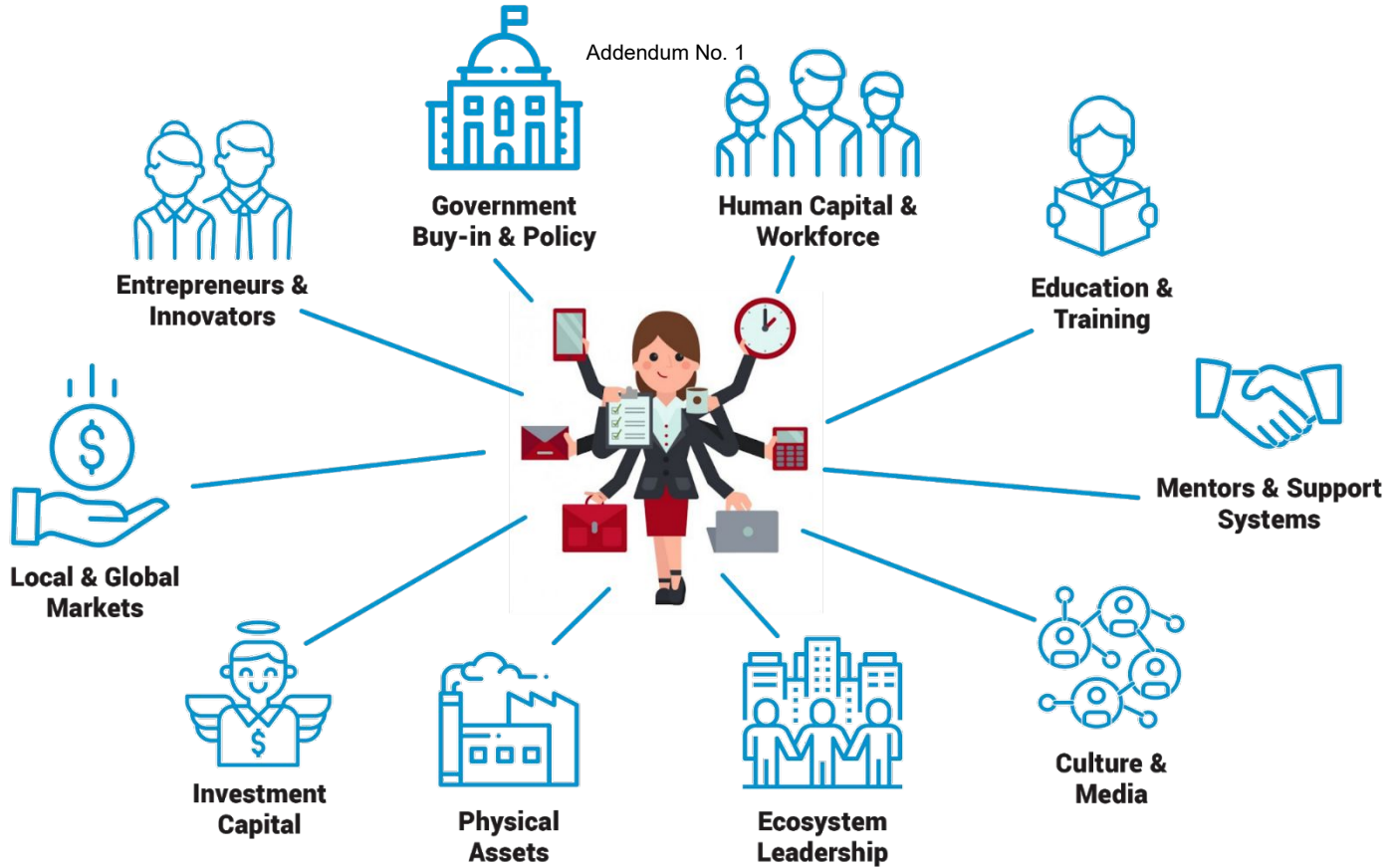


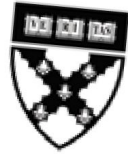
Ecosystem Leadership



Culture & Media

Addendum No. 1





**Harvard
Business
Review**

Harvard Business Review

“Fostering entrepreneurship has become a core component of economic development in cities and countries around the world.”


Kauffman Foundation

“Entrepreneurial ecosystems drive local economic vibrancy and national economic growth.”



“Policymakers often think of small business as the employment engine of the economy. But when it comes to job-creating power, it is not the size of the business that matters as much as it is the age. New and young companies are the primary source of job creation in the American economy. Not only that, but these firms also contribute to economic dynamism by injecting competition into markets and spurring innovation.”

How is Harrisburg Measuring Up?

Harrisburg Entrepreneurial Ecosystem Scorecard		Linn County
Score as of January 2020:	30.5	36

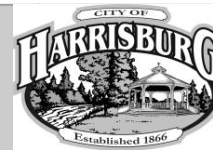
A maximum score of 48 points is possible.

Note: If your score is under 20 points, your community/region may not be ready for this work, or the work plan needs to be revisited.

0 = Disagree, 1 = Don't know/too early to tell, 2 = Somewhat agree, 3 = Agree

Addendum No. 2

Regional Characteristics of a Thriving Entrepreneurship & Innovation (E&I) Ecosystem



Linn County

Government buy-in still exists to support a thriving E&I Ecosystem

3

2.5

Government leaders are demonstrating a willingness to amend policies to support the ecosystem

2.5

1

Human capital (talent) exists in your region to support the growth of the E&I ecosystem

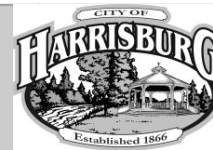
1.5

2

0 = Disagree, 1 = Don't know/too early to tell, 2 = Somewhat agree, 3 = Agree

Addendum No. 2

Regional Characteristics of a Thriving Entrepreneurship & Innovation (E&I) Ecosystem



Linn County

Workforce training is available in the region

2

2

The right education and training exists to support an E&I ecosystem (e.g. higher education, leadership training, accelerators, incubators, workshops, etc.)

2

2

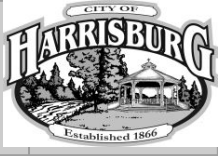
People who have “been there, done that” business expertise exist in the region

1.5

3

0 = Disagree, 1 = Don't know/too early to tell, 2 = Somewhat agree, 3 = Agree

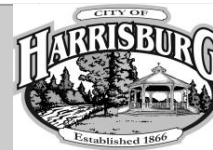
Addendum No. 2

Regional Characteristics of a Thriving Entrepreneurship & Innovation (E&I) Ecosystem		Linn County
Quality mentors are engaging with local startups	2	3
The local media covers stories about your local startups and innovation economy	2	2
There are multiple partners engaged in the ecosystem	2.5	3
Entrepreneurs have stepped up to champion the ecosystem	1	3

0 = Disagree, 1 = Don't know/too early to tell, 2 = Somewhat agree, 3 = Agree

Addendum No. 2

Regional Characteristics of a Thriving Entrepreneurship & Innovation (E&I) Ecosystem



Linn County

Relevant physical assets exist in your community to support a growing E&I ecosystem (e.g. labs, kitchen incubators, co-working spaces, maker spaces, innovation hubs, etc.)

1

1.5

High net-worth individuals interested in learning about angel investing have been identified

1.5

3

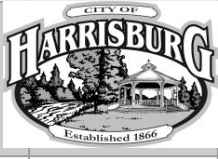
Capital is being invested into startups in the region

0

1

0 = Disagree, 1 = Don't know/too early to tell, 2 = Somewhat agree, 3 = Agree

Addendum No. 2

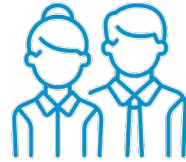
Regional Characteristics of a Thriving Entrepreneurship & Innovation (E&I) Ecosystem		Linn County
Service providers exist in the region and are engaging in the ecosystem	2.5	1.5
There are regional and global markets demanding the types of products/innovations being created in your community (market timing)	2.5	3
There are entrepreneurs, inventors, creatives in your community asking for support.	3	1

Activating Harrisburg

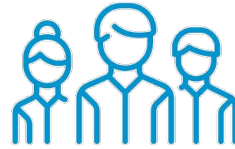
- **People**

- Innovators & Entrepreneurs
- Talent
- Mentors
- High Net-Worth Individuals
- Startup Champions

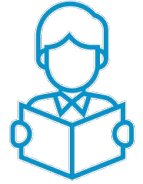
- **Places / Resources**



Entrepreneurs & Innovators



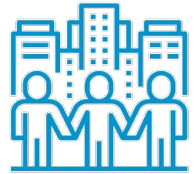
Human Capital & Workforce



Education & Training



Mentors & Support Systems



Ecosystem Leadership

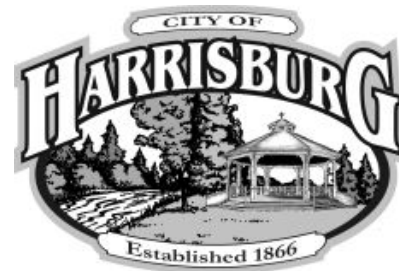


Physical Assets

Linn Benton Metrics – Since June 2018

- ✓ 219 Entrepreneurs Identified
- ✓ 146 Linn Benton Events & Activities Held with 1,350+ Attendees
- ✓ 76 Virtual Events & Activities Held with 2,360+ Attendees
- ✓ 27 Linn Benton Mentors Identified
- ✓ 12 Potential Angel Investors Identified

Harrisburg Metrics



- ✓ 10 Entrepreneurs identified
- ✓ 68 Emails sent to Harrisburg entrepreneurs in 2020
- ✓ 1 Business assisted with EIDL/PPP Funding
- ✓ 5 Events held in person in Harrisburg
- ✓ 2 Events scheduled in 2020 but canceled due to COVID
- ✓ 76 Online Events made available and promoted to Harrisburg businesses
- ✓ 1 Potential Angel Investor Identified

Projects completed for your region as of 2020

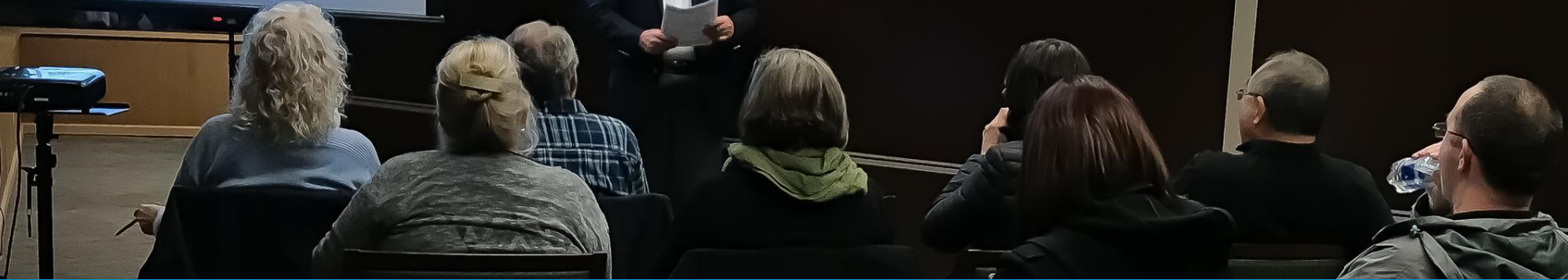
- ✓ 2020 region-specific Pre-Accelerator Program launched & completed in Feb-Mar
- ✓ Microgrant Non-Profit catalyzed to provide laptops and technology to women and underserved entrepreneurs (Nerds Abroad, “The Empowerment Grant Program”).
- ✓ Emergency funding programs shared
- ✓ RAINmaker Accelerator program offered during COVID to help with digital marketing/sales
- ✓ Anvil Media “Digital Marketing Resiliency Kit” offered to assist with setting up Google Ads, Google Analytics, and an optimized Web Page

Effective Marketing with Social Media
Presented by Melody Jordan and Cory Wright
Register on Eventbrite
Monday Nov. 18
5:30pm - Key Bank



RAIN Oregon State University KeyBank

Melody Jordan Cory Wright





Rachel

Elaine McMillan (Florence) raised hand

Ron (John Day)

Unmute Stop Video Security Manage Participants Polls Chat Share Screen Pause/Stop Recording Breakout Rooms Reactions More End Meeting



What's Next?!

Focus For Next 6 Months...

- ✓ Onboard additional Venture Catalyst
- ✓ Continue providing support in response to COVID-19 economic crisis
- ✓ Continue to identify + support Harrisburg entrepreneurs (targeted video social campaign launching for New Year, followed by virtual “activation event”)
- ✓ Raise additional funding to bolster work
- ✓ Develop programming targeted at providing financial and technological education to rural entrepreneurs

Upcoming Events & Activities for Harrisburg

- Weekly Mentor Hours with Corey on Wed @ 8AM (Zoom)
- Weekly Mentor Hours with other RAIN Venture Catalysts (Zoom)
- Health & Wellness for Entrepreneurs (Zoom, multiple dates)
- Linn Benton Holiday Showcase - Dec 12th at 12:00pm (Zoom)
- Startup 2021 Launch Event - Jan 13th at 9:00am (Zoom)

Learn more & register at oregonrain.org/events

Thank You!

Questions?

Caroline Cummings | Executive Director | caroline@oregonrain.org

Harrisburg Entrepreneurial Ecosystem Scorecard

November 10, 2020



SCORING:

0 = Disagree

1 = Don't Know or Too Early to Tell

2 = Somewhat Agree

3 = Agree

	Enter score to the best of your knowledge			
Regional Characteristics of a Thriving Entrepreneurship & Innovation (E&I) Ecosystem	0	1	2	3
Government buy-in still exists to support a thriving E&I Ecosystem				3
Government leaders are demonstrating a willingness to amend policies to support the ecosystem			2.5	
Human capital (talent) exists in your region to support the growth of the E&I ecosystem		1.5		
Workforce training is available in the region			2	
The right education and training exists to support an E&I ecosystem (e.g. higher education, leadership training, accelerators, incubators, workshops, etc.)			2	
People who have "been there, done that" business expertise exist in the region		1.5		
Quality mentors are engaging with local startups			2	
The local media covers stories about your local startups and innovation economy			2	
There are multiple ecosystem partners engaged in the ecosystem			2.5	
Entrepreneurs have stepped up to champion the ecosystem		1		
Relevant physical assets exist in your community to support a growing E&I ecosystem (e.g. labs, kitchen incubators, co-working spaces, maker spaces, innovation hubs, etc.)		1		
High net-worth individuals interested in learning about angel investing have been identified.		1.5		
Capital is being invested into startups in the region.	0			
Service providers exist in the region and are engaging in the ecosystem			2.5	
There are regional and global markets demanding the types of products/innovations being created in your community (market timing)			2.5	
There are entrepreneurs, inventors, creatives in your community asking for support.				3
TOTALS	0	6.5	18	6
GRAND TOTAL	30.5 (compared to 36.0 for all Rural Linn RAIN is serving)			

Note: If your grand total is under 20, your community/region may not be ready for this work, or the work plan needs to be revisited. Maximum score = 48.

Score: 30.5 out of 48 possible