



Harrisburg City Council Agenda

June 11, 2024

6:30 PM

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

PUBLIC NOTICES:

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

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan

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

NEW BUSINESS

1. THE MATTER OF STREET IMPROVEMENTS AND RECONSTRUCTION ON 6TH STREET FROM SMITH STREET TO KESLING STREET

STAFF REPORT:

Exhibit A: Bids

Exhibit B: Engineer's Recommendation

(Exhibit B will be provided at the meeting.)

ACTION: MOTION TO AWARD THE BID FOR THE 6TH ST IMPROVEMENT PROJECT TO _____ FOR \$_____

2. THE MATTER OF APPROVING THE EXTENSION OF AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN THE CITY OF HARRISBURG, AND THE CITY OF COBURG FOR LAW ENFORCEMENT TRAFFIC ENHANCEMENT SERVICES FOR FY 2024-2025

STAFF REPORT:

Exhibit A: Current IGA with the City of Coburg

Exhibit B: Coburg IGA – Red-lined Extension for FY24-25

Exhibit C: 2024-2025 IGA Document with Changes Accepted

ACTION: MOTION TO APPROVE THE 2024-2025 EXTENSION OF THE IGA BETWEEN THE CITY OF HARRISBURG AND CITY OF COBURG FOR LAW ENFORCEMENT TRAFFIC ENHANCEMENT SERVICES.

3. THE MATTER OF REVIEWING YOUTH ADVISOR CANDIDATES FOR THE 2024/2025 SCHOOL YEAR

STAFF REPORT:

Exhibit A: Letters from Nolan Malpass and Taylor Tatum
(Contact information has been redacted.)

ACTION: MOTION TO NOMINATE _____ AS THE YOUTH ADVISOR WHO WILL BE APPOINTED TO THE CITY COUNCIL, AND _____ TO BE APPOINTED TO THE PLANNING COMMISSION FOR THE 2024-2025 SCHOOL YEAR

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

4. THE MATTER OF APPROVING THE CONSENT LIST

STAFF REPORT:

Exhibit A: City Council Minutes for April 23, 2024, May 14 and May 28, 2024

Exhibit B: Payment Approval Report for May 2024

Exhibit C: Library Board Minutes for May 7, 2024

Exhibit D: Municipal Court Collections Report May 2024

Exhibit E: Municipal Court Citation Report May 2024

ACTION: MOTION TO APPROVE THE CONSENT LIST

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

Minutes from the April 23rd, 2024, May 14th and May 28th, 2024 City Council Meetings

The Payment Approval Report for May 2024

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

- Harrisburg Clean-up Event
- Summer Concert Series

OTHER ITEMS

ADJOURN

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

THE MATTER OF STREET IMPROVEMENTS AND RECONSTRUCTION ON 6TH STREET FROM SMITH STREET TO KESLING STREET

STAFF REPORT:

- Exhibit A: Bids
- Exhibit B: Engineer’s Recommendation
(Exhibit B will be provided at the meeting)

ACTION: MOTION TO AWARD THE BID FOR THE 6TH ST. IMPROVEMENT PROJECT TO _____ FOR \$ _____

THIS AGENDA BILL IS DESTINED FOR: Regular Agenda – June 11TH 2024

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
Engineers Estimate \$750,000 - \$800,000	Yes -	Capital Outlay – Street Const. \$550,000 SCA Grant - \$250,000

STAFF RECOMMENDATION:
Staff recommend City Council Review and Motion based on the City Engineers Recommendation

BACKGROUND INFORMATION:

The City Council understands that the condition of our streets and the safety of the motoring public has a major impact on the quality of life for many of our residents. That is why it has been a City Council priority and a continuing annual commitment to improving the City’s infrastructure and the safety of school children is always a main concern.

The project involves roadway improvements and public utility installation in 6th Street, from Smith Street to Kesling Street. The improvements include asphalt surfacing, new concrete sidewalk, new concrete curb and gutters, new raised concrete crosswalk, new concrete ADA ramps and driveways and storm-water system improvements. The work involves saw cutting, excavation, trenching, removal, compaction, construction of: roadbed and asphalt paving, concrete sidewalk, concrete curb and gutter, concrete raised crosswalk, concrete driveway and flat work, storm-water catch basins, storm pipe, striping, and site restoration.

The Engineer completed the Plans, and the project was sent out for Bid on May 10, 2024. The project Bid opening was on May 30th 2024; the Engineers recommendation will be shared at the meeting, The bids are located in **Exhibit A**. The motion is located at the top of this staff report.

REVIEW AND APPROVAL:

Chuck Scholz 06/05/24

Chuck Scholz Date
Public Works Director



Bid Results

DATE: May 30th 2024 @ 2:00 PM

PROJECT: 6th Street Reconstruct

COMPANY NAME	----	----	Total Bid Amount
Suulutaag Inc			\$883,987.39
Turney Excavating			\$812,372.00
North Santiam Paving			\$808,043.50
H&J Construction			\$688,495.00
Northcore USA			\$741,649.98
Knife River			\$932,307.00

ATTENDANCE LOG

DATE 5-30-2024

PROJECT 6th Street reconstruct.

NAME	COMPANY	PHONE #
William Webb	H J Construction Inc	541-689-5863
Jason Dull	Tender River	541-919-5100
April Hall	North Station Paving Co.	503-769-3436
Deven Zynada	Turney Excavating	971-413-5550
Star M Helix	Work Area 15th	503-591-6919

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

THE MATTER OF APPROVING THE EXTENSION OF AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN THE CITY OF HARRISBURG, AND THE CITY OF COBURG FOR LAW ENFORCEMENT TRAFFIC ENHANCEMENT SERVICES FOR FY 2024-2025

STAFF REPORT:

- Exhibit A: Current IGA with the City of Coburg
- Exhibit B: Coburg IGA – Redlined Extension for FY24-25
- Exhibit C: 2024-2025 IGA Document with Changes Accepted

ACTION: MOTION TO APPROVE THE 2024-2025 EXTENSION OF THE IGA BETWEEN THE CITY OF HARRISBURG AND CITY OF COBURG FOR LAW ENFORCEMENT TRAFFIC ENHANCEMENT SERVICES.

THIS AGENDA BILL IS DESTINED FOR: Agenda – June 11, 2024

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
\$54,285	Yes - \$54,290	Proposed Fiscal Budget for 2024-2025, General Fund, Government Services, Supplemental Law Enforcement

STAFF RECOMMENDATION:

Staff recommends that City Council approve the IGA with the City of Coburg for an extension of Law Enforcement Traffic Enhancement/Code Enforcement Services for FY 2024-2025

BACKGROUND INFORMATION:

In 2020, the City started a partnership through an IGA with the City of Coburg to provide the City of Harrisburg with traffic enforcement services, to augment the LCSO contract. Now, of course, the City has extended and expanded upon the original model, with a year extended in 2021, and a two-year contract started in 2022. That current agreement (**Exhibit A**) ends on June 30, 2024.

The City works with the City of Coburg Police Department, who provide us with 45 base hours of service a month, for 540 hours a year. The services include a minimum of 35 hours dedicated to traffic enforcement, and 10 hours per month of code enforcement/crime prevention. They work as Court Bailiff with Judge Blake, and also work with the City of Harrisburg for providing services on the 4th of July, and during the

Harvest Festival. They've assisted LCSO on several different occasions; that relationship seems to be working well.

LCSO still responds to code enforcement issues for the City, but for the most part, they focus on vehicle abandonment, and other issues, like blocking driveways, or parking the wrong way. In addition, they are the general respondents for anything having to do with transients traveling through, or in town.

The City, like many other municipalities, has been dealing with more code enforcement issues than it has in the past. People are becoming more vocal when dealing with neighbors that aren't considerate, or who are blatantly breaking code requirements. The City has an employee who works on code enforcement; Caleb Smith has now been employed with the City for two months as of Wednesday the 12th. The City still primarily responds to complaints that are called in, but there is still some fieldwork that is required. That is especially important when it comes to vegetation, as increased vegetation can become a fire hazard in the future. In addition, it allows seed to spread, which then becomes problems for other people, and ultimately for valuation of property in Harrisburg.

The City would like to increase the number of hours that we can spend on Code Enforcement, but the City of Coburg has recently undergone some wage analysis and adjustments, allowing for higher cost-of-living increases, and as such, the hourly has been increased to more than that of LCSO. Contract negotiations with LCSO are ensuing in the next fiscal year, and the City does expect that contract to go up similarly to the City of Coburg and expects it likely that some of the additional costs for dealing with transient individuals and homeless camps will be transferred to the contract cities.

Within the budget parameters that were already proposed and approved by the Budget Committee, the costs of the new contract hourly fees, and an additional two hours a month are being proposed, and are included in the extension of the current IGA, shown in redlined form in **Exhibit B**. Most of the other changes are simply to keep the document current, and to correct spelling and grammar to account for a one-year extension.

We have made plans to start meeting in the fall months to discuss what our partnership will look like in the future; otherwise, we've made a change to make sure that we adjust the hourly wages if needed by February of each year, to accommodate our budget process. Otherwise, **Exhibit C** shows the final version of the IGA.

REVIEW AND APPROVAL:



Michele Eldridge 06.04.24
City Administrator

**INTERGOVERNMENTAL AGREEMENT FOR LAW ENFORCEMENT SERVICES
CITY OF HARRISBURG/CITY OF COBURG**

THIS AGREEMENT is made and entered by and between the CITY OF HARRISBURG hereinafter called HARRISBURG, a municipal corporation of the State of Oregon, and the CITY OF COBURG, hereinafter called COBURG, a municipal corporation of the State of Oregon.

WITNESSETH

WHEREAS; Harrisburg is desirous of contracting with Coburg for the performance of the hereinafter described law enforcement traffic enforcement functions within the boundaries of Harrisburg by Coburg thereof, and;

WHEREAS; Both cities desire to provide mutual support and assistance in furnishing quality and cost-effective municipal services to our respective residents, as well as an enhanced emergency response. and;

WHEREAS; Representatives of both cities shall meet during the month of April, or at other mutually agreed time(s), to measure the success and mutual benefit of this IGA with due consideration of all necessary amendments to this agreement as well as possible expansion of this agreement to encompass additional, joint municipal services in 2023 and beyond. and;

WHEREAS; Coburg has agreed to tender such services on the terms and conditions hereinafter set forth; and;

WHEREAS; such contracts are authorized and provided for by the provisions of ORS 190.010.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND COVENANTS HEREIN CONTAINED, IT IS MUTUALLY AGREED AS FOLLOWS:

1. **TERM:** The term of this agreement shall be two years, commencing July 1, 2022 and terminating June 30, 2024. except as may be extended and amended as mutually agreed or terminated in accordance with Section 9 of this agreement.
2. **COMPENSATION:** Harrisburg shall pay to Coburg for such law enforcement services as provided herein as follows:

- a. Costs for this period. Payments shall be made in equal quarterly installments.

<u>DATES</u>	<u>BASE HRS/MONTH</u>	<u>HOURS/YEAR</u>	<u>HOURLY RATE</u>
July 1, 2022 to June 30, 2024	45	540	\$76.46

- b. In the event an incident within Harrisburg requires extraordinary police services above and beyond the typical investigation and causes the hours to be performed on behalf of Harrisburg to exceed the 45-hour month average, Harrisburg shall pay for such services at the established hourly rate listed above. Prior to any payments being made under this subparagraph, the City Administrators shall review the time involved in the investigation and jointly agree on the additional amount of compensation which should be due.

- 3. **ADDITIONAL HOURS:** Additional hours may be requested by Harrisburg to cover special events or patrols. Such requests shall be made in writing to Coburg no less than 30 days prior to the event or patrol. Coburg shall make reasonable accommodations to cover these additional hours. Unless prior arrangements are made and agreed to by both parties in writing, Harrisburg shall pay for such services at the average hourly rate listed above. Additional hours available for special events will be based solely on the availability of Coburg officers to cover such event.

- 4. **POLICE RESPONSIBILITIES:** The Linn County Sheriff's Department still provides police services to Harrisburg. Coburg agrees to provide police traffic and code enforcement services within the corporate limits of Harrisburg to the extent and in the manner herein set forth below. The police services shall encompass duties and functions of the type coming within the jurisdiction of and customarily rendered by a city police department. Such services shall include enforcement and investigations involved in the field of public safety, criminal law enforcement, or related fields within the legal power of the Chief of Police to so provide and shall be provided in conformance with the standards generally accepted within the policing profession. The law enforcement services provided by Coburg shall include the following:
 - a. **Traffic Patrols.** Police patrols with a minimum of 35 hours dedicated to traffic enforcement per month and up to a maximum of 10 hours per month of crime prevention and code enforcement patrol. Patrols shall be conducted on both a regular and irregular basis or as specifically requested by Harrisburg. The 35 hours dedicated to traffic enforcement will be in marked police vehicles.

 - b. **Code Enforcement.** Coburg officers shall perform miscellaneous code enforcement functions for the City of Harrisburg, as described in HMC Titles 6, 8, 9, and 10, in coordination with the Harrisburg Code Enforcement Officer. City code enforcement functions shall include, among others:
 - 1. Reporting possible code violations,

 - 2. Delivering written violation notices and citations to responsible party(ies),

- 3. Make initial contact and investigate possible code violations as requested by the Code Enforcement Officer,
- 4. All code enforcement-related activities and functions shall be at the direction of the Harrisburg Code Enforcement Officer who shall have the authority to reduce or eliminate Coburg Police code enforcement functions in Harrisburg.
- c. Travel time shall be charged at a rate of 15 minutes total per roundtrip to Harrisburg.
- d. Immediate and appropriate response to calls, subject only to necessary priorities caused by concurrent matters. Priority non-traffic enforcement calls should go to Linn County Sheriff. Coburg will respond to these calls when requested by the Linn County Sheriff or Harrisburg staff and as priorities allow. Harrisburg will need to make the decision as to whether they wish to count the time spent on a priority non-traffic call as part of the 35 hours per this agreement, or if they wish to pay the City of Coburg for the officer time spent per the 'Average' hourly rate as established in Section 2 (a) of this agreement.
- e. Provide a written report to Harrisburg on or before the 10th day of each month following the end of the quarter setting forth the actual number of calls for service and number of citations and arrests for the previous quarter. The Chief of Police or his designee shall attend any and all meetings concerning policing issues as may be necessary and as requested by Harrisburg or Coburg.
- f. Conduct spot radar enforcement as necessary to alert drivers of speed limits during normal duty hours. In addition, Coburg shall furnish Harrisburg a summary traffic survey, not later than June 30, 2023, documenting the type, frequency and severity of traffic violations noted by Coburg officers and/or traffic survey equipment. The Coburg Police Chief will work with the Harrisburg staff to define the scope and delivery of a traffic survey. If the traffic survey scope and delivery is outside of the allocated 35 hours, then the City of Coburg will be reimbursed for the additional hours at the standard hourly charge established in Section 2 of this agreement.
- g. Prosecution of misdemeanors and infractions in Harrisburg Municipal Court as set forth in Section 7 of this Agreement. The Harrisburg Municipal Court normally convenes on the second Wednesday of every month. Citations issued shall be made available via encrypted email, by fax or dropped in

person within seven days of issuance. Physical copies of the citations for the prior month shall be delivered or mailed to the Harrisburg Court Clerk to arrive not later than last day of that month.

- h. Advise City officials of situations encountered by patrolling officers that may affect the health, safety and welfare of residents and visitors, including inadequate, missing or broken traffic or safety signs;
- i. Advise City officials of the need for new ordinances or revisions to existing ordinances to address changes in state legislation and/or law enforcement concerns;
- j. Assist the City Administrator in preparing responses to queries from County, State and other jurisdictions in matters relating to law enforcement needs and activities, jail facilities, reports and similar matters;
- k. Maintain close liaison with City officials concerning law enforcement matters;
- l. The Coburg Chief of Police or his designee shall attend Harrisburg City Council work sessions in April, July, October, and January, to review the quarterly report and upon request shall attend such other meetings as may be appropriate, and as may be mutually agreed.
- m. Assist victims and witnesses at the crime scene;
- n. Preserve crime scenes;
- o. Retain evidence;
- p. All original reports shall be maintained by the Coburg police department and made available upon request in accordance with state law;
- q. Administration. The Coburg Chief of Police shall be under the administrative direction of the City Administrator of the City of Coburg and shall exercise all authority vested in that office.
- r. Make available for the performance of the duties herein properly supervised officers, certified by the Oregon Department of Public Safety Standards and Training (except as to reserve officer/cadets), and furnish and supply all other necessary labor, supervision, equipment, communications facilities, and supplies to maintain the level of services to be rendered hereunder.

Harrisburg shall supply support for Coburg when able including but not limited to a 'Ready Room', emergency vehicle towing and repair, and other miscellaneous support of Coburg officers while within Harrisburg city limits or in transit to or from Coburg.

- s. Coburg and Harrisburg shall cooperate and coordinate with the preparation and dissemination of public information to help citizens of both communities better understand the role, benefits, and limitations of this agreement.

5. **ADDITIONAL ASSOCIATED PUBLIC SAFETY SERVICES:** As noted in Section 4.c. of this Agreement, Harrisburg may at times request associated public safety services typically performed by a city police department but not directly related to traffic enforcement. Coburg will reasonably endeavor to provide these services to the best of its ability, subject to availability of personnel and other limiting factors. These services will not be counted towards the 45 monthly hours and Coburg shall be reimbursed at the average hourly rate established in Section 2 of this agreement.

6. **PERSONNEL:** The rendition of such service, standards of performance, the discipline of officers, and other matters incident to the performance of such services and control of personnel so employed shall remain solely with the City of Coburg.
 - a. With the exception of police department reserves, all personnel employed in the performance of such services pursuant to this agreement shall be Coburg employees and all persons employed hereunder shall have City pensions, salary, worker's compensation and any status or rights under the provisions of City employment paid for by Coburg.
 - b. Harrisburg shall not be called upon to assume any liability for the direct payment of any salaries, wages, or other compensation to any Coburg personnel performing services hereunder for Harrisburg or any liability other than that provided for in this agreement. Except as otherwise herein specified, Harrisburg shall not be liable for compensation or indemnity to any Coburg employee for any injury, or sickness arising out of his or her employment.

7. **COURT:** Upon request of the Harrisburg Municipal Court Judge or Clerk, Coburg may provide a bailiff for the Harrisburg Municipal Court who shall be present whenever the Court is in session. An Officer scheduled to testify at Court may serve as Bailiff. If Harrisburg elects to have an officer at Court, then Harrisburg shall pay for such services at the average hourly rate listed above. Hours served as Court Bailiff shall be counted as part of the 35 hours of traffic patrol described in Section 4.

AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT FOR LAW ENFORCEMENT SERVICES FOR CITY OF HARRISBURG/CITY OF COBURG

THIS AMENDMENT TO THE 2022-2024 INTERGOVERNMENTAL AGREEMENT is made and entered by and between the CITY OF HARRISBURG hereinafter called HARRISBURG, a municipal corporation of the State of Oregon, and the CITY OF COBURG, hereinafter called COBURG, a municipal corporation of the State of Oregon.

WITNESSETH

WHEREAS; Harrisburg ~~is desirous of contractings~~ with Coburg for the performance of the law enforcement/traffic enforcement functions within the boundaries of Harrisburg by Coburg thereof, and;

WHEREAS; Both cities desire to continue to provide mutual support and assistance in furnishing quality and cost-effective municipal services to our respective residents, as well as an enhanced emergency response, and;

WHEREAS; Representatives of both cities shall meet during the month of ~~April~~February 2025; or at other mutually agreed time(s), to measure the success and mutual benefit of this IGA with due consideration of all necessary amendments to this agreement as well as possible expansion of this agreement to encompass additional, joint municipal services in 202~~35~~2026 and beyond. and;

WHEREAS; Coburg has agreed to tender such services on the terms and conditions ~~hereinafter set forth; and; as set forth in the existing Intergovernmental Agreement for 2022-2024, and;~~

WHEREAS; such contracts are authorized and provided for by the provisions of ORS 190.010.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND COVENANTS ~~HEREIN~~ CONTAINED WITHIN THE 2022-2024 INTERGOVERNMENTAL AGREEMENT, IT IS MUTUALLY AGREED AS FOLLOWS:

- 1. **TERM:** The term of this agreement shall ~~extend the current Intergovernmental Agreement by be 1~~ years, commencing July 1, 202~~24~~25 and terminating June 30, 202~~45~~26.—except as may be extended and amended as mutually agreed or terminated in accordance with Section 9 of the ~~is~~existing agreement.
- 2. **COMPENSATION:** Harrisburg shall pay to Coburg for such law enforcement services as provided herein as follows:
 - a. Costs for this period. Payments shall be made in equal quarterly installments.

<u>DATES</u>	<u>BASE HRS/MONTH</u>	<u>HOURS/YEAR</u>	<u>HOURLY RATE</u>
July 1, 202 2 <u>4</u> to June 30, 202 3 <u>5</u>	<u>457</u>	<u>54064</u>	<u>76.4696.25</u>

b. In the event an incident within Harrisburg requires extraordinary police services above and beyond the typical investigation and causes the hours to be performed on behalf of Harrisburg to exceed the 457-hour month average, Harrisburg shall pay for such services at the established hourly rate listed above. Prior to any payments being made under this subparagraph, the City Administrators shall review the time involved in the investigation and jointly agree on the additional amount of compensation which should be due.

b.c. The hourly rate shall be adjusted each February for the fiscal year ahead based on the full hourly average rate for the Chief, Sergeant, and two patrol officers, plus a portion of administrative overhead charge as shall be agreed upon by the Cities.

3. POLICE RESPONSIBILITIES, Section 4.a. c and f. are amended as follows:

a. **Traffic Patrols.** Police patrols with a minimum of 352 hours dedicated to traffic enforcement per month and up to a maximum of 40-15 hours per month of crime prevention and code enforcement patrol. Patrols shall be conducted on both a regular and irregular basis or as specifically requested by Harrisburg. The 352 hours dedicated to traffic enforcement will be in marked police vehicles.

c. Immediate and appropriate response to calls, subject only to necessary priorities caused by concurrent matters. Priority non traffic enforcement calls should go to Linn County Sheriff. Coburg will respond to these calls when requested by the Linn County Sheriff or Harrisburg staff and as priorities allow. Harrisburg will need to make the decision as to whether they wish to count the time spent on a priority non-traffic call as part of the 352 hours per this agreement, or if they wish to pay the City of Coburg for the officer time spent per the 'Average' hourly rate as established in Section 2 {a) of this existing agreement.

f. Conduct spot **radar** enforcement as necessary to alert drivers of speed limits during normal duty hours. In addition, Coburg shall furnish Harrisburg a summary traffic survey, ~~not later than June 30, 2023, documenting the type, frequency and severity of traffic violations noted by Coburg officers and/or traffic survey equipment.~~ if requested, and/or necessitated by reports showing excessive speeding problems. The Coburg Police Chief will work

with the Harrisburg staff to define the scope and delivery of any traffic survey. If the traffic survey scope and delivery is outside of the allocated 352 hours, then the City of Coburg will be reimbursed for the additional hours at the standard hourly charge established in Section 2 of this agreement.

- 4. COURT in section 6, is amended to reflect that Hours served as Court Bailiff shall be counted as part of the 32 hours of traffic patrol described in Section 4 of the existing agreement.

IN WITNESS WHEREOF, this instrument has been executed in duplicate pursuant to resolutions heretofore duly and legally adopted by each of the parties hereto.

Nancy Bell, Mayor Date

Robert Duncan, Mayor Date

Adam Hanks Date
City Administrator

Michele Eldridge Date
City Administrator

AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT FOR LAW ENFORCEMENT SERVICES FOR CITY OF HARRISBURG/CITY OF COBURG

THIS AMENDMENT TO THE 2022-2024 INTERGOVERNMENTAL AGREEMENT is made and entered by and between the CITY OF HARRISBURG hereinafter called HARRISBURG, a municipal corporation of the State of Oregon, and the CITY OF COBURG, hereinafter called COBURG, a municipal corporation of the State of Oregon.

WITNESSETH

WHEREAS; Harrisburg contracts with Coburg for the performance of the law enforcement/traffic enforcement functions within the boundaries of Harrisburg by Coburg thereof, and;

WHEREAS; Both cities desire to continue to provide mutual support and assistance in furnishing quality and cost-effective municipal services to our respective residents, as well as an enhanced emergency response, and;

WHEREAS; Representatives of both cities shall meet during the month of February 2025 or at other mutually agreed time(s), to measure the success and mutual benefit of this IGA with due consideration of all necessary amendments to this agreement as well as possible expansion of this agreement to encompass additional, joint municipal services in 2025-2026 and beyond. and;

WHEREAS; Coburg has agreed to tender such services on the terms and conditions as set forth in the existing Intergovernmental Agreement for 2022-2024, and;

WHEREAS; such contracts are authorized and provided for by the provisions of ORS 190.010.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND COVENANTS CONTAINED WITHIN THE 2022-2024 INTERGOVERNMENTAL AGREEMENT, IT IS MUTUALLY AGREED AS FOLLOWS:

1. **TERM:** The term of this agreement shall extend the current Intergovernmental Agreement by 1 year, commencing July 1, 2024 and terminating June 30, 2025, except as may be extended and amended as mutually agreed or terminated in accordance with Section 9 of the existing agreement.
2. **COMPENSATION:** Harrisburg shall pay to Coburg for such law enforcement services as provided herein as follows:
 - a. Costs for this period. Payments shall be made in equal quarterly installments.

<u>DATES</u>	<u>BASE HRS/MONTH</u>	<u>HOURS/YEAR</u>	<u>HOURLY RATE</u>
July 1, 2024 to June 30, 2025	47	564	96.25

- b. In the event an incident within Harrisburg requires extraordinary police services above and beyond the typical investigation and causes the hours to be performed on behalf of Harrisburg to exceed the 47-hour month average, Harrisburg shall pay for such services at the established hourly rate listed above. Prior to any payments being made under this subparagraph, the City Administrators shall review the time involved in the investigation and jointly agree on the additional amount of compensation which should be due.
 - c. The hourly rate shall be adjusted each February for the fiscal year ahead based on the full hourly average rate for the Chief, Sergeant, and two patrol officers, plus a portion of administrative overhead charge as shall be agreed upon by the Cities.
3. POLICE RESPONSIBILITIES, Section 4.a. c and f. are amended as follows:
- a. **Traffic Patrols.** Police patrols with a minimum of 32 hours dedicated to traffic enforcement per month and up to a maximum of 15 hours per month of crime prevention and code enforcement patrol. Patrols shall be conducted on both a regular and irregular basis or as specifically requested by Harrisburg. The 32 hours dedicated to traffic enforcement will be in marked police vehicles.
 - c. Immediate and appropriate response to calls, subject only to necessary priorities caused by concurrent matters. Priority non traffic enforcement calls should go to Linn County Sheriff. Coburg will respond to these calls when requested by the Linn County Sheriff or Harrisburg staff and as priorities allow. Harrisburg will need to make the decision as to whether they wish to count the time spent on a priority non-traffic call as part of the 32 hours per this agreement, or if they wish to pay the City of Coburg for the officer time spent per the 'Average' hourly rate as established in Section 2 (a) of the existing agreement.
 - f. Conduct spot **radar** enforcement as necessary to alert drivers of speed limits during normal duty hours. In addition, Coburg shall furnish Harrisburg a summary traffic survey if requested, and/or necessitated by reports showing excessive speeding problems. The Coburg Police Chief will work with the Harrisburg staff to define the scope and delivery of any traffic survey. If the traffic survey scope and delivery is outside of the allocated 32 hours, then the

City of Coburg will be reimbursed for the additional hours at the standard hourly charge established in Section 2 of this agreement.

- 4. COURT, in section 6 is amended to reflect that Hours served as Court Bailiff shall be counted as part of the 32 hours of traffic patrol described in Section 4 of the existing agreement.

IN WITNESS WHEREOF, this instrument has been executed in duplicate pursuant to resolutions heretofore duly and legally adopted by each of the parties hereto.

Nancy Bell, Mayor Date

Robert Duncan, Mayor Date

Adam Hanks Date
City Administrator

Michele Eldridge Date
City Administrator

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

THE MATTER OF REVIEWING YOUTH ADVISOR CANDIDATES FOR THE 2024/2025 SCHOOL YEAR

STAFF REPORT:

Exhibit A: Letters from Nolan Malpass and Taylor Tatum
(Contact information has been redacted.)

ACTION: MOTION TO NOMINATE _____ AS THE YOUTH ADVISOR WHO WILL BE APPOINTED TO THE CITY COUNCIL, AND _____ TO BE APPOINTED TO THE PLANNING COMMISSION FOR THE 2024-2025 SCHOOL YEAR

THIS AGENDA BILL IS DESTINED FOR: Agenda – June 11, 2024

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

STAFF RECOMMENDATION:

Staff recommends that the City Council review the applications, and determine which candidate should be appointed to the City Council, and which to the Planning Commission

BACKGROUND INFORMATION:

Staff has reached out in the past to the previous school administrator, and high school principal(s) both before, and after COVID, but unfortunately, nobody was willing to either organize, and/or serve as a Youth Advisor. In the years right before COVID, the City understood that it's been hard to get students who were interested in serving in this capacity. Charlotte Thomas was going to check in with the High School Principal about this program again.

In the meanwhile, Staff has been participating on the school SRTS (Safe Routes to School) grant team with Steve Woods, who also serves on the City's TSP (Transportation System Plan) Committee. Therefore, Staff also brought up the Youth Advisor program. He immediately asked High School Principal Richard Fielder to work on the program, and with the leadership advisor's assistance, has provided the City with two applications from youth who were interested in serving the City in this capacity. Both are students who are interested in serving as future leaders. Both Taylor Tatum and Nolan Malpass have indicated their interest in the City Council, but both of them, as

well as the school, understand that we need only one candidate serving on the City Council, and one on the Planning Commission. Both candidates are willing to be on either governing body. The letters from both of them are shown, with contact information redacted, in **Exhibit A**.

We generally haven't had materials to look over when choosing past representatives. In fact, we were usually told who would be on which governing body by the school district, who vetted which organization each student would be most interested in.

The City Council can make a decision about who to appoint tonight, using the proposed motion above. Staff will reach out to both the school and the candidates to find out if either student is willing to start and serve over the summertime. In the past, we've had two students who have been willing to keep serving even during summer break. However, the majority of the time, the students choose to start in September, and their attendance is only during the 2024-2025 school year.

REVIEW AND APPROVAL:



Michele Eldridge 06.04.24
City Administrator

May 25, 2024

Taylor Tatum



To Whom it May Concern,

I am writing to express my interest in being a student representative for the Harrisburg City Council. I have taken an interest in politics for five years now, and I believe that the best way to improve America is from the ground up, particularly by taking a part in local government. I have spent countless hours studying state, federal, and international politics on my own time, as well as taken two political science classes through Linn Benton Community College and AP US History through Harrisburg High School. All of these have contributed to my interest in politics and government and have helped me to better understand politics and political processes. I was also recently accepted into Patriot Academy's Northwest Leadership Congress in Boise Idaho, which combines American history, the Biblical foundations for government, and the United States Constitution in order to educate a moral, patriotic, and God fearing generation.

I am also considering pursuing a Masters Degree in Political Science after high school. Ideally, this would lead to teaching political science at a community college and potentially to run for local government positions. Unlike, potentially other applicants, this may match my vision for my future, not just my resume.

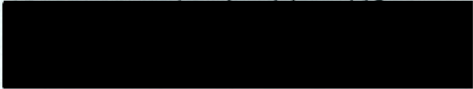
Lastly, I think I would be a good fit for this position because I am responsible, hardworking, patriotic, and willing to stand up for what I believe in. I love Harrisburg and believe this position would be a great way for me to serve my community and support my future endeavors. I have lived in the community for my entire life and my family has been in Harrisburg for five generations.

Sincerely,
Taylor Tatum



Taylor Tatum

Accumulative 4.0 gpa
Junior class President
National Honors Society Secretary
Student Athletic Leadership Council



AWARDS

- Student of the Month
 - Recognizes Leadership, Academic Achievement, and Personal Character (2020 & 2023)
- Academic Achievement
 - Recognizes a 4.0 gpa (2022 & 2023)
- Accumulative Academic Achievement
 - Recognizes an accumulative 4.0 gpa throughout Middle School (2021)
- Faculty
 - Recognizes Leadership, Academic Achievement, and Personal Character throughout Middle School (2021).
- Distinguished Honor Roll
 - Recognizes a 4.0 gpa (2019, 2020, & 2021)
- Academic All State (2023 & 2024)
 - Top 10 in the state of Oregon
 - Girls Golf

ROLES OF LEADERSHIP

- Student Athletic Leadership Council
 - Nomination Based (2023)
- Class President
 - Elected Position (2021, 2022, & 2023)
- National Honors Society Admission
 - Elected NHS Chapter Secretary (2023)
- JV2 Volleyball Team Captain
 - Appointed Position (2021)

Leadership Class

Harrisburg High School, September, 2021 - Present

- Lead announcer in Spirit Week assembly (2023)
- Volunteer in school coffee shop (2022, 2023, & 2024)
- Homecoming Week Planning (2021, 2022, & 2023)
- Homecoming Dance set up and tear down (2021, 2022, & 2023)
- Planning, organizing, and creating Hush Day School Spirit Days (2022, 2023, & 2024)
- Winter Formal Dance Planning (2022, 2023, & 2024)
- Winter Formal Dance set up & tear down (2022 & 2023)
- Candy Grams organizing, selling, and delivery (2022 & 2023)
- Winter Week Planning (2022 & 2023)
- Staff Appreciation Week Planning (2022)
- Prom Planning and set up (2022)
- Spring Fling Spirit Week Planning (2022)
- Spring Fling Dance Planning, set up, and tear down (2022)
- School Blood Drive (2022)

Duties as Class President

Harrisburg High School, September 2021 - Present

- Planning & organizing Class Homecoming Float (2021, 2022, & 2023)
- Communicating with Class regarding upcoming events (2021, 2022, 2023, & 2024)
- Planning & organizing Class Christmas tree decorating and window painting during Winter Week (2021, 2022), 2023

Additional Leadership and service

- Leading Weekly High School Bible Study (2023 & 2024)
- Leading Weekly Elementary Bible Study (2021 & 2022)
- Volunteer Community Service Green Day (2021)
- Leading Horse Riding Lessons (2021)

Politics and Government

- Letters to former Oregon Governor Kate Brown (2020 & 2021)
- Accepted into Harvard Academies (2023)
 - Studying International Government
 - Unable to attend due to personal complications
- Attended Biblical Citizenship Class (2023 & 2024)
- Taken political science classes through LBCC
 - Introduction to Comparative Politics (2023)
 - American Politics (2024)
- Accepted into Patriot Academy Northwest Leadership Congress (2024)

Taylor Tatum
Resume extension and Service

Awards:

Elementary School:

- Academic Excellence Award:
 - 2nd - 5th grade

Middle School:

- Distinguished Honor Roll Award for a 4.0 gpa:
 - 6th-8th grade

- Student of the Month Award:
 - 7th grade
 - Recognizing personal character, academic achievement, and leadership.

- Faculty Award:
 - 8th grade
 - Recognizing personal character, academic achievement, and leadership.

- Academic Achievement Award:
 - 8th grade
 - Recognizing maintaining a 4.0 gpa throughout middle school.

High School:

- Academic Achievement
 - 9th grade
 - Recognizes 4.0 gpa
- Academic achievement
 - 10th grade
 - Recognizes 4.0 gpa

- Student of the Month Award:
 - 11th grade
 - Recognizes personal character, academic achievement, and leadership.

Student and Athletic Leadership:

- Freshman class president
- Sophomore class president
- Junior class president
- Student Athletic Leadership Council
 - Nomination based

- 11th grade
- Inducted into National Honors Society
 - 10th grade
- National Honors Society Secretary
 - 11th grade
- JV2 Volleyball Team Captain
 - 9th grade

High School Leadership service:

- 2021 Homecoming Week planning and set up
- 2021 Planning Freshmen class Homecoming Float
- 2021 Homecoming dance tear down
- 2022 Blood Drive
- 2022 Homecoming Week planning and setting up
- 2022 Planning Sophomore class Homecoming Float
- 2022 Homecoming dance tear down
- 2022 Winter Week Planning
- 2022 Winter Week set up
- 2022 Winter Week tear down
- 2022 Spring Fling planning and set up
- 2022 Spring Fling dress up week planning
- 2022 Prom planning and set up
- 2022 Vale-grams creation and delivery
- 2022 Staff Appreciation week planning
- 2023 Winter Week planning
- 2023 Winter Week set up
- 2023 Candy Grams selling and delivery
- 2023 Winter Formal planning and set up
- 2023 Winter Formal tear down
- 2022 Hush Day #1 & 2
- 2023 Hush Day #1 & 2
- 2023 Homecoming Week Planning and set up
- 2023 Planning Junior Class Homecoming Float
- 2023 Homecoming dance tear down
- 2024 Winter Formal planning and set up
- 2024 Winter Formal tear down
- 2024 Hush Day #1 & 2

Community Service:

- Volunteering at High School Coffee Shop
 - Duties include making drinks and taking orders
 - 9th, 10th, and 11th grade

- Green Day
 - Cleaning Sand Volleyball Courts
 - 9th grade
- Weekly Bible Study with kids
 - Leading Kids Bible Study
 - 9th & 10th grade
- Weekly Bible Study with High School Students
 - Leading High School Bible Study
 - 11th grade
- One riding lesson for an 11 year old girl
 - 9th grade
- Riding Lessons for an association
 - Total of three Lessons
 - 9th grade

Government and Politics:

- Letter to Oregon Governor Kate Brown
 - Representing Oregon Youth during Covid Pandemic
 - 2020 & 2021
- Accepted into Harvard Academies
 - Program studying International Politics
 - Unable to attend due to personal complications
 - 2023
- Attended Biblical Citizenship Class
 - Patriot Academy
 - 2023 & 2024
- Accepted into and soon attending Patriot Academy Northwest Leadership Congress
 - Program focusing on the American founding, the importance of local government, the United States Constitution, and how to be God fearing leaders in an increasingly secular society
 - Mock Congress
 - 2024
- Political Science Classes through LBCC
 - Introduction to Comparative Politics (2023)
 - American Politics (2024)

Nolan Malpass



May 23rd, 2024

Dear City Council,

I am a junior this year at Harrisburg high school and I would like to be a part of the community city council.

I am writing to express my interest in being a student advisor for the city council meetings. I am interested in becoming a student council member because I will be able to represent the Harrisburg students in the council meetings.

Please review my attached resume for additional information regarding my experiences and achievements. Do not hesitate to reach out if you have any questions or need further clarification on my experience. I would like to thank you for the opportunity to become a student representative at the council.

Best regards, Nolan Malpass

Nolan Malpass
Harrisburg High School



Nolan Malpass

EXPERIENCE

99 Grill, 290 N 3rd St, Harrisburg, OR - Dishwasher

September 2021 - October 2023

- Primarily worked as dishwasher; however, sometimes worked as host
- Helped the front often: picked up dishes, made milkshakes, cleaned, helped close down

Eagle Shack, 400 S 9th St, Harrisburg, OR - Baristo, cashier, dishwasher

November 2021 - current

- Handled money, served drinks, made drinks, floated, washed dishes, cleaned the area
- Unpaid work, school job

EDUCATION

Harrisburg High School, 400 S 9th St, Harrisburg, OR - None

August 2021 - current

- Still in Highschool
- Currently has a 3.94 CUM GPA

AWARDS

Greenhand Degree

Chapter Degree

4.0 GPA award × 4

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

THE MATTER OF APPROVING THE CONSENT LIST

STAFF REPORT:

- Exhibit A: City Council Minutes for April 23, 2024
May 14 and May 28, 2024
- Exhibit B: Payment Approval Report for May 2024
- Exhibit C: Library Board Minutes for May 7, 2024
- Exhibit D: Municipal Court Collections Report May 2024
- Exhibit E: Municipal Court Citation Report May 2024

ACTION: MOTION TO APPROVE THE CONSENT LIST

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

1. **Minutes from the April 23rd, 2024, May 14th & 28th, 2024 City Council Meetings**
2. **The Payment Approval Report for May 2024**

THIS AGENDA BILL IS DESTINED FOR: Consent Agenda –June 11, 2024

STAFF RECOMMENDATION:

Staff recommends the City Council approve the consent list.

Building Permits:

May 2024:	Submitted:11
	Issued: 10
New Homes:	1

Residential Valuation: \$406,896
Commercial Valuation: \$500,000
2024 YTD Valuation: \$2,054,347

Please note valuation is not added to the City’s property tax base until the fall period following when the permit is finalized. As such, the typical timeframe for most construction to show up on our tax base is the following year in November. The valuation figure includes new home values, the value of commercial or industrial construction, and the value of extensive remodels.

Business Licenses Issued:

- Grime Fighters, located at 925 E Ladino Pl. Owner is Tiffany Carter

Harrisburg Municipal Court:

- Collection Report **(EXHIBIT D)** for the month of May 2024 is \$7,620.26 which includes \$1,127.26 from collections.
- There were 20 citations issued in the month of May 2024 for a total of 24 offenses **(EXHIBIT E)**. Citations included one charge of Failure to Appear, one charge of Theft III and two code violations for Failure to Pay Utility Bill.

Committee Minutes: *Please note all committee/board minutes are approved by the individual committee, and not by the City Council consent agenda approval.*

Harrisburg and HRA Budget Committee Chairperson: Randy Klemm

The Harrisburg and HRA Budget Committee met on May 13, 2024. Those minutes are not yet available.
Next Scheduled Meeting: TBD

Library Board: Chairperson: Desria Hansen

The Library Board last met on May 7, 2024. Those minutes are attached **(EXHIBIT C)**.
Next Scheduled Meeting: July 2, 2024

Personnel Committee: Chairperson; Kimberly Downey

The Personnel Committee did not meet in the month of May
Next Scheduled Meeting: TBD

Planning Commission: Chairperson; Todd Culver

The Planning Commission did not meet in the month of May.
Next Scheduled Meeting: June 18, 2024

REVIEW AND APPROVAL:

Lori Ross

06/03/2024

Lori Ross
City Recorder

Date

This document is supplemented by agenda packet materials, meeting materials distributed and audio recordings of the meeting and may be reviewed upon request to the City Recorder.



Harrisburg City Council Minutes April 23, 2024

Mayor: Robert Duncan, Presiding
 Council President: Mike Caughey, Present
 Councilors Present: Kimberly Downey, Robert Boese, Randy Klemm, and Cindy Knox
 Councilors Absent: Charlotte Thomas (Excused)
 Staff Present: City Administrator Michele Eldridge, Public Works Director Chuck Scholz, Finance Officer/Deputy City Recorder Cathy Nelson and City Recorder/Municipal Court Clerk Lori Ross
 Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

The Pledge of Allegiance was led by Mayor Robert Duncan

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan at the hour of 6:31pm

CONCERNED CITIZEN(S) IN THE AUDIENCE: Steve Hood of Gap Rd approached Council. He attended the April 9th City Council meeting and didn't get an opportunity to speak. Hood is concerned that Dr. Higgins is not neutral and feels that he wants this project to get off the ground. He further commented that Qcell doesn't care about how much power they produce but are interested only in the tax credits that are available.

- Caughey informed Hood that this property is not located inside the City limits and has nothing to do with the City of Harrisburg.
- Hood stated that solar is a 40-year life span and he is concerned about what will happen with the property when solar is no longer the thing. His recommendation is for City Council not to support it.
- Mayor Duncan commented that this project does bother him, but the state is going to do what they want to do.
- Klemm feels the fight is getting shoved down City Council's throats.

April 23, 2024

THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO IF ONE IS AVAILABLE: Due to urgent matters, a representative from LCSO was unable to attend this evening. Eldridge asked Council to email her with any questions on the reports and she would forward those to Sergeant Frambes for a response. No comments or concerns from Council.

THE MATTER OF REVIEWING THE 1ST QUARTER CRIME RESULTS FOR 2024 FOR THE CITY OF HARRISBURG: Eldridge reviewed the staff report noting person crimes have increased slightly and property crimes are lower than any time in 2023. Eldridge commented that the City is looking good compared to last year. No comments or concerns from Council.

THE MATTER OF APPROVING THE FINAL DRAFT OF THE 2024-2029 STRATEGIC PLAN: Eldridge pointed out page 91 of the agenda showing the changes made to Council Priorities indicating the top priority is the Water Treatment Facility.

- Downey inquired about what an URD (Urban Renewal District) was. Eldridge to change acronym to HRA (Harrisburg Redevelopment Agency)
 - Klemm **motioned to approve the final draft of the 2024-2029 Strategic Plan and was seconded by Downey. The motion passed unanimously by a vote of 5-0.** (Yes: Caughey, Downey, Klemm, Boese and Knox. No: None.)

THE MATTER OF ESTABLISHING AN EAGLE PARK SPONSORSHIP PROGRAM: Eldridge asked Council how much should the price be for sponsorship with trying to keep it affordable for larger and smaller businesses and do we want to allow non-Harrisburg businesses to be sponsors?

- Downey liked the idea of a brick wall, or a brick ground area at the dog park. This would be an affordable way for all types of businesses to get involved.
- Downey reminded Council the City should get memorial requests for the park. Eldridge replied that will help with park benches and tables.
- Mayor Duncan commented that the City could sponsor a fire plug at the dog park. Scholz stated that he has two planned already for the dog park.
- Scholz feels we should look at other City's and create a policy, like the memorial bench policy and bring back to Council. He doesn't like the look of the signs around the park. Downey agreed.
- Caughey asked about page 105 of the agenda, and who William Wordsworth and Robert Frost were. Eldridge replied they were a poet and a landscaper. Downey likes the idea of naming the series after local residents instead.
- Boese doesn't like the idea of businesses outside of Harrisburg, or non-residents, being able to have their name displayed at the park. Caughey agrees.
- Downey thinks we should look into other dog parks and bring back to Council.
- Downey suggested activity equipment donations for the dog park.
- Knox doesn't like the idea of fence signs and would like to see specific things that are on our wish list for the park with the name of the donator listed.
- Boese asked about the price of any replacement sign or item and who would be responsible.
- Scholz stated we can have something in the policy about who is responsible for the replacement cost.
- Eldridge likes having a list of items for the park and applicants make donations for those. Eldridge to look into creating a policy.
- Boese asked who would be naming the trails and Eldridge replied that we haven't decided at this time.

April 23, 2024

- Scholz mentioned having a trail named after the person or organization designated to clean up that particular trail.
- Eldridge stated she would gather more information and bring back to council.
- Caughey commented on his appreciation for the work the FFA did for Priceboro Park, and he would like Council to send a thank you card on their behalf.

THE MATTER OF APPROVING THE 2ND QUARTER 2023/2024 EXPENSE REPORT: Nelson stated that property taxes are at 101%. We are halfway through this budget year and are fiscally doing great! She noted that there is zero red in expenditures as we are ahead of where we budgeted. Nelson informed Council that both the City and HRA Audit will be presented at the next meeting scheduled for May 14, 2024.

- **Klemm motioned to approve the 2nd Quarter 2023/2024 Expense Report and was seconded by Caughey. The motion passed unanimously by a vote of 5-0.** (Yes: Caughey, Downey, Klemm, Boese and Knox. No: None.)

OTHER ITEMS:

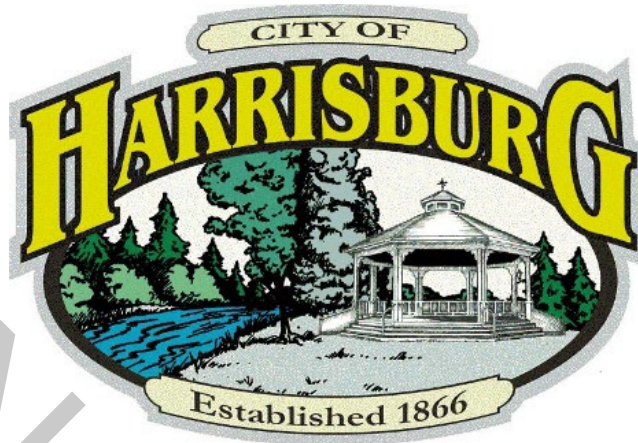
- Ross to create an application regarding reader board request requirements. Downey asked Ross to bring back any unusual requests to Council and to work on creating a future policy.
- Scholz informed Council he has until noon on Friday to submit information to the Oregon Ethics Commission for their investigation. He is asking for letters of support and asked Council to email letters and to include the case number and their phone number. Eldridge commented that the City still hasn't received anything about the investigation.
- Eldridge informed Council that part two of the SRTS Grant opens May 6th and closes July 31st and asked for letters of support. Eldridge noted that match has gone down due to enrollment dropping in the School District.
- Scholz informed Council he is still working on the flashing beacon for the highway as part of the Transportation Master Plan.
- Caughey asked if over the counter prescriptions were allowed at the drug takeback event. Ross to email Caughey with the information.
- Caughey commented about towns being hacked including water systems and wanted to know how we are going to communicate between the north and south plant water plants. Scholz replied to it would be highly improbable for us as we are going direct signal between phone lines and will not be internet based.

With no other business, the City Council Work Session adjourned at the hour of 7:38pm.

Mayor

City Recorder

This document is supplemented by agenda packet materials, meeting materials distributed and audio recordings of the meeting and may be reviewed upon request to the City Recorder.



Harrisburg City Council Minutes
May 14, 2024

Mayor: Robert Duncan, Presiding
 Council President: Mike Caughey, Present
 Councilors Present: Kimberly Downey, Randy Klemm, Charlotte Thomas, and Cindy Knox
 Councilors Absent: Robert Boese (Excused)
 Staff Present: City Administrator Michele Eldridge, Finance Officer/Deputy City Recorder Cathy Nelson, and City Recorder/Municipal Court Clerk Lori Ross
 Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

Mayor Robert Duncan led the Pledge of Allegiance.

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan at the hour of 6:31pm

CONCERNED CITIZEN(S) IN THE AUDIENCE: All in attendance were there for items on the agenda.

THE MATTER OF PROCLAIMING MAY 2024 AS MENTAL HEALTH MONTH IN HARRISBURG: Mayor Robert Duncan read the proclamation proclaiming May 2024 as Mental Health Month in Harrisburg.

THE MATTER OF APPROVING RESOLUTION NO. 1287 TO OPT INTO ORS 105.668(2) IN ORDER TO LIMIT LIABILITY IN RELATION TO RECREATIONAL IMMUNITY: Eldridge informed Council this resolution is required to limit liability claims in relation to recreational immunity and it would only apply to people walking from parks trails to access the town and businesses.

- Caughey motioned to approve Resolution No. 1287, "A RESOLUTION OPTING INTO RECREATIONAL IMMUNITY FROM CERTAIN PERSONAL INJURY OR PROPERTY DAMAGE CLAIMS DESCRIBED IN ORS 105.668, AS AMENDED BY SENATE BILL 1576" and was seconded by Thomas. The motion passed

May 14, 2024

unanimously by a vote of 5-0. (Yes: Caughey, Downey, Klemm, Thomas and Knox. No: None.)

THE MATTER OF APPROVING THE 3RD QUARTER 2023/2024 EXPENSE REPORT: Nelson pointed out that property taxes are now over 105% and we are 75% through the fiscal year. Nelson commented that the City is where we should be if not better.

- Downey **motioned to approve the 3rd Quarter 2023/2024 Expense Report and was seconded by Thomas. The motion passed unanimously by a vote of 5-0.** (Yes: Caughey, Downey, Klemm, Thomas and Knox. No: None.)

THE MATTER OF APPROVING THE CONSENT LIST: No comments or concerns.

- Klemm **motioned to approved the consent list and was seconded by Downey. The motion passed unanimously by a vote of 5-0.** (Yes: Caughey, Downey, Klemm, Thomas and Knox. No: None.) A motion to approve the consent list approved the following:
 - **Minutes from the March 12, 2024 and the April 9, 2024 City Council Meetings**
 - **The Payment Approval Report for April 2024**
 - **The Out of State Travel for Lori Ross to Tacoma, Washington**
 - **Re-Appointment of Dez Hansen and Lori Pelkey to the Library Board with a term ending June 30, 2028**
 - **Appointment of Danielle Pedersen to the Library Board with a term ending June 30, 2027**

THE MATTER OF DISCUSSING THE HARRISBURG FISCAL YEAR 2022-2023 AUDIT REPORT WITH THE AUDITOR, STEVE TUCHSCHERER: Auditor Steve Tuchscherer joined the meeting via Zoom. Tuchscherer began by reviewing **Addendum 1** which outlines the Oregon Law Audit Requirements and informed Council the City was not subject to Single Audit this fiscal year as indicated on page 5 of the Addendum. Some of the highlights included:

- The Net Position for the City increased from \$18M to \$19M and the total assets increased by \$300,000.
- Liabilities decreased by \$500,000.
- Tuchscherer commented that the City is in a good position by being able to pay off all debt with cash assets and break even if needed. He further added this is something he typically doesn't see in Government.
- Budget Actuals on page 171 of the agenda, shows the ending fund balance is \$980,000 more than budgeted, but he isn't concerned about it.
- The financial statements are accurate as noted on page 109 of the agenda.
- Klemm stated that he was very pleased with the audit.
- Tuchscherer commented that staff does a great job providing information in a timely manner.
- Tuchscherer apologized for the delay of the audit results and appreciates the City's patience. The next fiscal year audit should be done no later than December 31, 2024.
 - Thomas **motioned to approve the City's Fiscal Year 2022-2023 Audit Report, as presented by the Auditor Steve Tuchscherer, and was seconded by Klemm. The motion passed unanimously by a vote of 5-0.** (Yes: Caughey, Downey, Klemm, Thomas and Knox. No: None.)

The City Council Business Meeting recessed at the hour of 7:09pm for the HRA Board meeting.

May 14, 2024

The HRA Board meeting adjourned at the hour of 7:32pm, and City Council Business Meeting resumed at the hour of 7:33pm.

CITY ADMINISTRATOR VERBAL REPORT

BNSF/PNWR: Eldridge informed Council that BNSF/PNWR still has not responded to our proposed changes and believes they are still having a problem understanding that the City owns the right-of-way. City Attorney Sean Kidd has been reminding them and she hopes to have something back soon.

- Harrisburg resident Brian Shaddy of S 4th St approached Council. Shaddy felt that residents on 4th St, should already be involved with the decisions being made regarding the improvements to the railroad track.
- Eldridge replied that once we get to that point, the City will have a Town Hall meeting giving all residents an opportunity to be heard. Eldridge further commented that the City has already spoken with the Fire Department to ensure there would be no problems with firetrucks getting in and out of the department.
- Thomas spoke of the power the railroad has compared to the City and only because we own the road, and if the City does anything before we have an agreement, the City could be sued.
- Eldridge informed Shaddy, the City has given them a deadline. Eldridge offered to add Shaddy to her Friday update distribution list as well as the City Council Agenda distribution list to keep him informed of future meetings.
- Shaddy stated that he just wants something he can live with and full access to his property.
- Mayor Duncan commented that the bottom line is, at the end of the day, the track must be safe.

Water Bond Projects: Eldridge informed Council the 3rd bid will be coming back to Council at the of June 25th meeting. Eldridge added that the City has been working on the financial issues, but feels we are in a better position to proceed, and stated this time must be a go.

Library Grants: Nelson informed Council the Library has received two grants, one for \$6,000 for computers and an art program and one for \$2,000 to be used for teen outreach.

Hayden Homes: Eldridge informed Council that Hayden Homes has purchased Shadowood and once the paperwork is turned in, they will be having a ribbon cutting ceremony. She would like all of Council to be present for it.

Naloxone/Narcan Training: Ross informed Council of a training opportunity in June at Coburg City Hall for how to administer Naloxone and Narcan. More information will be available soon.

Elections: Ross informed Council that the 2024 General Election packets will be available beginning May 28th.

With no further business, the City Council Business Meeting adjourned at the hour of 8:16pm.

Mayor

City Recorder

Municipal Auditing Presentation

For the Fiscal Year Ending June 30, 2023

-
Umpqua Valley Financial, LLC





Auditing: Why?

Legally:

Oregon law requires local governments to file annual financial reports and other items with the Secretary of State Audits Division.

- All local governments including counties, cities, school districts and educational service districts, many special districts, and municipal corporations are subject to the Oregon Municipal Audit Law. Organizations formed under [Oregon Revised Statute 190](#), including councils of government, are also subject.

Depending on the annual expenditures of the local government, an audit, review, AUP or In-Lieu of report may be required.

Report Type	Annual Spending Threshold	
	Years ending 12/31/23 and before	Years ending 1/1/24 and after
Audit	over \$500,000	over \$1 Million
AUP & financial statements		\$250,000 to \$1 Million
Review	\$150,000 to \$500,000	
Self-prepared in Lieu	\$150,000 or less	\$250,000 or less

Practically:

A financial statement audit is intended to provide assurance to the reader that the financial situation of the government is without material misstatement.



Auditing: Authority



The Oregon Secretary of State – in cooperation with the Oregon Board of Accountancy, and in consultation with the Oregon Society of Certified Public Accountants – prescribes the minimum standards for conducting audits and reviews of municipal corporations. Those minimum standards are provided for in [ORS Chapter 297](#) and by administrative rules issued by the Audits Division of the Secretary of State’s office. Oregon Administrative Rules (OAR) [Chapter 162, Division 10](#) (for audits) and [OAR Chapter 162, Division 40](#) (for agreed-upon procedures and reviews).

The Oregon Board of Accountancy (BOA) oversees the licensure of municipal auditors. A listing of all licensed municipal auditors is listed on the [BOA website](#) in two lists: Municipal Auditor Roster and the Mobility Municipal Roster.

- Umpqua Valley Financial, LLC is currently licensed by the Oregon State Board of Accountancy to practice in the State of Oregon. The Firm license number is 2777.
- Steve Tuchscherer, CPA holds Oregon CPA license #7097 and Oregon Municipal Auditor license #1114. Both licenses are current and valid.
- Ashraf Lakhani Farishta, CPA holds Oregon CPA license #16506, and Oregon Municipal Auditor license #1692. Both licenses are current and valid.

Source: Oregon Secretary of State website



Audit: Scope

- Audits are required to inquire into the following:
 - The principles of accounting and methods followed by the municipal corporation in recording, summarizing and reporting its financial transactions and financial condition
 - The accuracy and legality of the transactions, accounts, records, files and financial reports of the officers and employees of the municipal corporation as they relate to its fiscal affairs
 - Compliance with requirements, orders and regulations of other public officials which pertain to the financial condition or financial operations of the municipal corporation
 - The municipality's compliance with the legal provisions of federal laws, state laws, charter provisions, court orders, ordinances, resolutions, and rules and regulations issued by any governmental entity; and
 - The municipality's compliance with programs wholly or partially funded by federal, state or other local government agencies, if applicable.

Audit: Scope

- At a minimum, the Secretary of State requires the following to be included in any municipality audit report:
 - The names and mailing addresses of officers of the municipal corporation and members of its governing body;
 - The name and address of the registered agent, if applicable
 - An individual schedule of receipts/revenues, expenditures/expenses, and changes in fund balances/net position, budgeted and actual, for each fund of the municipality for which budgets are legally required;
 - A comparison between the estimated budget schedule with the actual revenues or receipts, transfers in, expenditures or disbursements, transfers out and ending balances on the basis of the legally adopted budget;
 - If the municipality has made appropriations in a manner which differs materially from the presentation of estimated expenditures in the budget document, a separate schedule must be included which compares actual expenditures/expenses with the legally adopted appropriations;
 - Although uncommon, if an independently elected official is collecting or receiving money on behalf of the municipality, then a schedule of accountability should be included;
 - Appropriate comments and disclosures relating to the independent auditor's review of fiscal affairs and compliance with legal requirements;
 - A separately issued by-product report, that in planning the audit, the auditor followed generally accepted auditing standards in obtaining an understanding of the municipality and its internal control over financial reporting containing that includes comments over all relevant aspects of the minimum standards.



Single Audit

[The Single Audit Act](#) requires an annual audit of non-Federal entities that expend \$750,000 or more of Federal Financial Assistance in a fiscal year.

The Single Audit must be performed by an independent auditor and must be submitted to the [Federal Audit Clearinghouse](#) within 30 days after your organization receives the audit report or 9 months from your organization's fiscal year end.

This is a separate process, laid on top of the General Financial Audit, that addresses specific required concerns. The process requires additional effort and comes with additional cost.

Your federally funded expenditures can be identified on the Schedule of Expenditures of Federal Awards (SEFA), if you have one.

In this Fiscal year, the City did not require Single Audit.



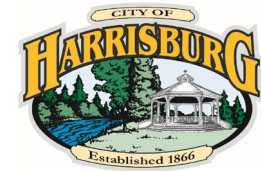
Annual Comprehensive Financial Report (ACFR)

- An Annual Comprehensive Financial Report (ACFR) is a set of U.S. government financial statements comprising the financial report of a state, municipal or other governmental entity that complies with the accounting requirements promulgated by the Governmental Accounting Standards Board (GASB).
- A regular annual report typically presents only basic financial statements about the government. The ACFR, by contrast, presents a wider variety of important information intended to help the reader properly understand the basic statements.
- The most obvious difference is found in the Statistical Section which includes information on the Taxing District and year over year comparisons of various data points. The Statistical section provides additional financial and statistical data, including data about financial trends that may better inform the reader about the government's activities.
- An ACFR is not a required report in the State of Oregon. It can be authorized by the governing body and provides additional detail and transparency but does require addition time and cost.

**The City does not currently pursue an ACFR.
(nor is it recommended)**

How to read the Audit

- **Table of Contents:** Start here.
- **Auditors Report:** Here is where we issue our opinion on the Financial Statements. We describe in detail, our scope and role, and ultimately, our opinion.
- **Management Discussion and Analysis (MDA):** A general overview and analysis of the financial report.
- **Basic Financial Statements:** The overarching schedules and information that indicate the financial position of the government.
 - *Statement of Net Position
 - *Statement of Activities
 - *Notes to the Financial Statements
- **Required Supplementary Information (RSI):** If included, this section is a specific set of schedules set by GASB for particular focus and attention
- **Supplementary Information:** All other financial/fund schedules are included here
- **Other Information:** One-off reports such as debt schedules, or state reports such as ODE revenues and expenditure reports
- **Report on Legal and Other Regulatory Reports:** Typically, this is limited to the Required Oregon Auditors report, where we issue our opinion on those specific items
- **Statistical Section:** Most often this is included when the government is issuing an ACRF, this section includes additional details that may be of interest to the reader.
- **Single Audit Section:** Issued only when required, this section includes the various opinions, reports, and other information relevant to this specific set of processes.



Your Audit - Statement of Net Position – Page 13

- Total Net Position: \$19,333,643 ↑
 - \$18,070,135 in 2022

- Total Assets: \$33,871,562 ↑
 - \$33,521,650 in 2022
 - \$13,994,798 in Current Assets
 - \$19,577,470 in Capital Assets

- Total Liabilities: \$14,541,596 ↓
 - \$15,068,715 in 2022
 - \$437,186 in Current Liabilities
 - \$14,104,410 in Long-Term Liabilities

Generally speaking – the Net Position of the City is moving in the right direction.



CITY OF HARRISBURG STATEMENT OF NET POSITION For the Fiscal Year Ended June 30, 2023			
	Governmental Activities	Business-Type Activities	Total
ASSETS:			
Current Assets:			
Cash and Investments	\$ 6,835,460	\$ 6,323,903	\$13,159,363
Receivables	527,464	105,537	633,001
Inventory	-	60,528	60,528
Deposits	141,906	-	141,906
Total Current Assets	7,504,830	6,489,968	13,994,798
Restricted Assets:			
Sinking Funds for Debt Service	156,029	125,155	281,184
Net OPEB Asset (RHIA)	6,361	11,749	18,110
Total Restricted Assets	162,390	136,904	299,294
Capital Assets:			
Land and Construction In Progress	536,094	1,921,620	2,457,714
Depreciable Assets, Net of Depreciation	9,205,910	7,913,846	17,119,756
Total Capital Assets, Net of Depreciation	9,742,004	9,835,466	19,577,470
Total Assets	17,409,224	16,462,338	33,871,562
DEFERRED OUTFLOW OF RESOURCES:			
Pension Related Deferrals	228,196	317,200	545,396
OPEB Related Deferrals - RHIA	92	1,094	1,186
OPEB Related Deferrals - CIS	935	1,299	2,234
Total Deferred Outflows of Resources	229,223	319,593	548,816
LIABILITIES:			
Current Liabilities:			
Accounts Payable	43,973	-	43,973
Payroll Payable	109,223	-	109,223
Accrued Compensated Absences	33,949	23,592	57,541
Interest Payable	22,521	4,255	26,776
Deposits	2,989	36,684	39,673
Current Portion of Long-Term Liabilities:			
Bonds Payable	110,000	50,000	160,000
Total Current Liabilities	322,655	114,531	437,186
Long-Term Liabilities:			
Noncurrent Portion of Long-Term Liabilities:			
Bonds Payable (Net of unamortized premium)	11,202,522	1,886,379	13,088,901
Net Pension Liability	408,563	567,918	976,481
Net OPEB Obligation - CIS	16,329	22,699	39,028
Total Long-Term Liabilities	11,627,414	2,476,996	14,104,410
Total Liabilities	11,950,069	2,591,527	14,541,596
DEFERRED INFLOW OF RESOURCES:			
Pension Related Deferrals	221,336	307,666	529,002
OPEB Related Deferrals - RHIA	1,786	2,483	4,269
OPEB Related Deferrals - CIS	4,965	6,902	11,867
Total Deferred Inflow of Resources	228,087	317,051	545,138
NET POSITION:			
Net Investment in Capital Assets	9,726,348	7,899,087	17,625,435
Restricted for:			
Net Pension Asset	6,361	11,749	18,110
Debt Service	156,029	125,155	281,184
Public Works	539,331	417,704	957,035
Capital Projects	1,651,972	-	1,651,972
Urban Renewal Projects	2,223,753	-	2,223,753
Unrestricted	(8,843,502)	5,419,656	(3,423,846)
Total Net Position	\$ 5,460,292	\$ 13,873,351	\$19,333,643



Your Audit Statement of Activities – Page 14

- Positive Change in Net Position of \$1,263,513 YoY
- Total Primary Government Activities Expenses exceeded Revenues by \$1,739,848 (loss)
- However, as is very common, General Revenues (property taxes, investment earnings, etc.) made up \$3,003,361 – significantly more than the loss above
- The difference of \$1,263,513 becomes the change in Net Position
- Total Revenues of the primary government activities were \$2,069,289

CITY OF HARRISBURG
STATEMENT OF ACTIVITIES
 For the Fiscal Year Ended June 30, 2023

	Program Revenues			Net (Expense) Revenue and Change in Net Position
(Expenses)	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
GOVERNMENTAL ACTIVITIES:				
General Government	\$ (672,330)	\$ -	\$ 460,960	\$ (211,370)
Public Safety	(300,028)	-	28,230	(271,798)
Public Works	(505,996)	110,153	-	(395,843)
Culture and Recreation	(117,272)	-	22,369	(94,903)
Urban Renewal Projects	(160,981)	-	-	(160,981)
Interest and Fees Expense	(366,506)	-	-	(366,506)
Total Governmental Activities	\$(2,123,113)	\$ 110,153	\$ 511,559	\$ (1,501,401)
BUSINESS-TYPE ACTIVITIES:				
Water Utilities	\$ (711,595)	\$ 650,284	\$ -	\$ (61,311)
Sewer Utilities	(908,693)	797,293	-	(111,400)
Interest on Long-Term Debt	(65,736)	-	-	(65,736)
Total Business-type Activities	\$(1,686,024)	\$ 1,447,577	\$ -	\$ (238,447)
Total Primary Government	\$(3,809,137)	\$ 1,557,730	\$ 511,559	\$ (1,739,848)
		Governmental Activities	Business-type Activities	Total
CHANGES IN NET POSITION:				
Net (expense) revenue		\$ (1,501,401)	\$ (238,447)	\$ (1,739,848)
General Revenues:				
Property Taxes, levied for general purposes		815,503	-	815,503
Property Taxes, levied for debt service		434,467	-	434,467
Property Taxes, levied for urban renewal programs		459,303	-	459,303
Intergovernmental Tax Turnovers		492,179	-	492,179
Franchise Taxes		358,344	-	358,344
Other Taxes and Assessments		55,111	-	55,111
Interest and Investment Earnings		124,657	256,365	381,022
Other Revenue		7,432	-	7,432
Subtotal - General Revenues		2,746,996	256,365	3,003,361
Interfund Transfers		3,600	(3,600)	-
Total general revenues, special items, and transfers		2,750,596	252,765	3,003,361
Change in Net Position		1,249,195	14,318	1,263,513
Net Position, July 1, 2022		4,211,097	13,859,033	18,070,130
Net Position, June 30, 2023		\$ 5,460,292	\$ 13,873,351	\$19,333,643



Your Audit Budget v Actual General Fund – Page 60

- Total Revenues were \$96,733 more than budgeted
- Total Expenses were \$763,534 less than budgeted
- As a result, the ending fund balance is \$980,161 more than budgeted
- Budget law requires us to call out *over-expenditures* (e.g. Capital Outlay \$2,496 more than budget), but essentially ignore *under-expenditures* (e.g. Materials and Services were \$415,776 less than budget)

CITY OF HARRISBURG
 Schedule of Revenues, Expenditures,
 and Changes in Fund Balance - Budget and Actual
GENERAL FUND
 For the Fiscal Year Ended June 30, 2023

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts (Budgetary Basis) (See Note 1)	Final Budget Over (Under)
REVENUES:				
Taxes and Assessments	\$ 689,500	\$ 689,500	\$ 729,638	\$ 40,138
Intergovernmental	117,480	117,480	134,147	16,667
Franchise Fees	334,820	334,820	358,344	23,524
Licenses and Permits	13,000	13,000	7,432	(5,568)
Fines and Forfeitures	44,550	44,550	55,111	10,561
Investment Revenue	1,650	1,650	13,063	11,413
Grants	464,350	464,350	461,021	(3,329)
Other Revenue	12,380	12,380	15,707	3,327
Total Revenues	1,677,730	1,677,730	1,774,463	96,733
EXPENDITURES:				
Personnel Services	523,850	523,850	476,166	(47,684)
Materials and Services	1,019,110	1,019,110	603,334	(415,776)
Capital Outlay	40,000	40,000	42,496	2,496
Contingency	302,570	302,570	-	(302,570)
Total Expenditures	1,885,530	1,885,530	1,121,996	(763,534)
Excess (Deficiency) of Revenues Over Expenditures	(207,800)	(207,800)	652,467	860,267
OTHER FINANCING SOURCES / (USES):				
Operating Transfer (Out)	(595,000)	(595,000)	(595,000)	-
Total Other Financing Sources (Uses)	(595,000)	(595,000)	(595,000)	-
Net Change in Fund Balance	(802,800)	(802,800)	57,467	860,267
Fund Balance - July 1, 2022	1,080,000	1,080,000	1,199,894	119,894
Fund Balance - June 30, 2023	\$ 277,200	\$ 277,200	\$ 1,257,361	\$ 980,161



Your Audit – Independent Auditors Report – Page i

- **Unmodified Opinion**
 - (Versus Qualified, Adverse, Disclaimer)
- **No material misstatements in the Financial Statements**
- **A “Clean” Report**

Independent Auditors’ Report

To the Honorable Mayor and City Council
City of Harrisburg, Oregon

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the City of Harrisburg as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City of Harrisburg’s basic financial statements, as listed in the table of contents.

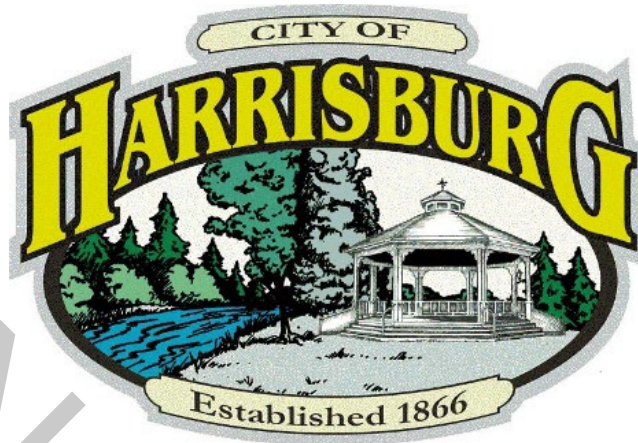
In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Harrisburg as of June 30, 2023, and the respective changes in financial position and, where applicable, cash flows thereof, for the year then ended in accordance with accounting principles generally accepted in the United States of America.



Questions?



This document is supplemented by agenda packet materials, meeting materials distributed and audio recordings of the meeting and may be reviewed upon request to the City Recorder.



City Council Minutes
May 28, 2024

Mayor: Robert Duncan, Absent (Excused)
 Council President: Mike Caughey, Presiding
 Councilors Present: Kimberly Downey, Randy Klemm, and Cindy Knox
 Councilors Absent: Robert Boese (Excused) and Charlotte Thomas (Excused)
 Staff Present: City Administrator Michele Eldridge, Public Works Director Chuck Scholz, Finance Officer/Deputy City Recorder Cathy Nelson and City Recorder/Municipal Court Clerk Lori Ross
 Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

Council President Mike Caughey led the Pledge of Allegiance.

CALL TO ORDER AND ROLL CALL by Council President Mike Caughey at the hour of 6:32pm

CONCERNED CITIZEN(S) IN THE AUDIENCE: Resident Gordon Moritz of Sommerville Lp approached Council voicing his concerns with speeding traffic on Sommerville Lp and would like to have a 25mph sign installed or to have the area patrolled. Scholz recommended adding Sommerville Lp to the speed trailer’s rotation as a first attempt to get traffic to slow down.

THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO IF ONE IS AVAILABLE: Sergeant Frambes commented first on Moritz’s concern and said LCSO would be happy to patrol the area if the City could gather data for the time placement of Deputies. Sergeant Frambes informed Council that LCSO has been very busy with incidents including an officer involved shooting, an amber alert and recreational calls. Sergeant Frambes reviewed the report for May of 2024. Some of the highlights included:

- Page 12 of the agenda, a door being kicked in on Sommerville Lp resulting in theft.

May 28, 2024

- Page 17, package theft resulting in a value loss of \$700. Sergeant Frambes added that Harrisburg seems to have several mail issues that he doesn't see in any other cities. He added that some of these could be fraudulent insurance claims.
- Page 14, possible shooting. Sergeant Frambes informed Council that no information was found, and they believe for it to have been a car backfire.
- Also on page 14, a kidnapping charge. Sergeant Frambes added that it wasn't a typical kidnapping, but a domestic dispute where the boyfriend restrained the girlfriend from leaving.

THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM THE COBURG POLICE DEPARTMENT IF ONE IS AVAILABLE: Sergeant Lee with Coburg Police Department presented the 1st quarter stats noting that most of the speeding citations were issued on Diamond Hill Rd. He commented that there were less traffic stops last month due to less officers being available. He also commented on the crosswalk on Diamond Hill Rd always flashing and suggested having it fixed. Scholz stated that he is aware of it, but the City is having an issue currently with finding someone to repair it.

THE MATTER OF CONSIDERING AN ALTERNATE WORK SCHEDULE FOR CITY HALL STAFF: Ross reviewed the staff report pointing out the change in requested hours being 7:30am 5:30pm instead of 7am to 5:30pm as indicated on page 44 of the agenda. Ross also informed Council this change would only affect City Hall staff as the Public Works Department will have their own alternative schedule.

- Klemm likes the idea of a 4–10-hour work week and being closed on Fridays.
- Downey would like to start out with the 4 ½ day work week schedule and revisit in six months to one year for a possible 4–10-hour work week.
- Knox questioned the number of responses and how low it was but thought it was a great idea.
- Scholz informed Council the Public Works crew will have a split schedule where some employees will be working 8 hours shifts five days a week and some 10 hours shifts 4 days a week.
 - Downey **motioned to approve a 4 ½ day work week for City Hall, effective July 1, 2024 and open to revisit in six months to one year and was seconded by Klemm. The motion passed unanimously by a vote of 4-0.** (Yes: Caughey, Downey, Klemm and Knox. No: None.)

THE MATTER OF DISCUSSION AND STARTING THE PROCESS TO OFFICIALLY UPDATE HARRISBURG BUILDING PERMIT FEES TO MATCH THOSE OF JUNCTION CITY: Eldridge reviewed her staff report commenting that Junction City has not had an increase in fees since 2017. Eldridge referred to the proposed fees schedule on page 58 of the agenda, commenting that most fees are not affecting our residents and that we are still saving money by going through Junction City for a building official.

- Klemm asked if this fee increase is going to affect developers in the process of building. Eldridge replied that the City doesn't have anything pending at this time.
- Caughey commented on the many misspelled words and things that are incomplete in Exhibit A. Eldridge stated that she copied those from Junction City and is aware of it and it will fix before it comes back to Council.
 - Downey **motioned to direct the City Administrator to start the statutory process to update the City's Building Permit Fees and was seconded by Klemm. The motion passed unanimously by a vote of 4-0.** (Yes: Caughey, Downey, Klemm, and Knox. No: None.)

May 28, 2024

THE MATTER OF APPROVING A PARADE PERMIT FOR THE HARRISBURG OLD-FASHIONED 4TH OF JULY PARADE: Eldridge informed Council this parade permit is the same as it has been the last 72 years. No further comments or concerns.

- Downey **motioned to approve the Parade Permit for the Harrisburg 2024 Old-Fashioned 4th of July Parade and was seconded by Klemm. The motion passed unanimously by a vote of 4-0.** (Yes: Caughey, Downey, Klemm and Knox. No: None.)

THE MATTER OF AUTHORIZING THE CITY ADMINISTRATOR TO APPROVE A PUBLIC EVENT PERMIT FOR THE 72ND YEAR OF THE HARRISBURG OLD FASHIONED 4TH OF JULY: Eldridge reviewed the staff report noting a few changes from the previous which include:

- No beer garden this year.
- The placement of more barricades to improve safety.
- New acronym for the committee, which is now Harrisburg Community Fourth of July Association (HC4JA)
- No further comments or concerns.
 - Klemm **motioned to authorize the City Administrator to approve the Public Event Permit for the 72nd year of the Harrisburg Old-Fashioned 4th of July Celebration as conditioned and was seconded by Downey. The motion passed unanimously by a vote of 4-0.** (Yes: Caughey, Downey, Klemm, and Knox. No: None.)

Others:

- Eldridge informed Council of the following:
 - Changes are being made to Coburg's two-year agreement due to their recent wage analysis affecting their hourly rate. An amendment to the IGA will be coming to Council in June.
 - Due to some inconsistency's with the HRA Map that took place in 2001 or 2005, Eldridge has been working with Elaine Howard, the City Attorney and City Engineers to make corrections. An HRA codification will be coming to Council at a future meeting.
 - A fentanyl and opioid workshop is scheduled for August 15th and August 19th which will discuss both law enforcement's and paramedics standpoints on what to look for in your home and how best to help people.
 - Eldridge has received two applications for youth advisors. Council to consider which applicant will be appointed to which committee at a future meeting.
- Klemm asked Scholz about the responses for the water bond project bid. Scholz responded that he has been reaching out to previous applicants and encouraging them to get involved in the bidding.

With no further business, the City Council Work Session adjourned at the hour of 7:48 to begin the HRA Board Meeting.

Mayor

City Recorder

Report Criteria:

Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
1845						
1845	AB Utility Contractors Inc.	6453	Concrete Work	04/30/2024	4,762.28	11-44-6000
Total 1845:					4,762.28	
1206						
1206	Analytical Lab & Consultants	166208	Water Testing	04/12/2024	252.00	51-65-4200
1206	Analytical Lab & Consultants	166209	Water Testing	04/12/2024	688.00	52-65-4200
1206	Analytical Lab & Consultants	166210	Water Testing	04/12/2024	632.00	52-65-4200
1206	Analytical Lab & Consultants	166211	Water Testing	04/12/2024	113.00	52-65-4200
1206	Analytical Lab & Consultants	166334	Water Testing	04/18/2024	660.00	52-65-4200
1206	Analytical Lab & Consultants	166516	Water Testing	04/24/2024	344.00	52-65-4200
1206	Analytical Lab & Consultants	166595	Water Testing	04/26/2024	344.00	52-65-4200
1206	Analytical Lab & Consultants	166670	Water Testing	04/30/2024	316.00	52-65-4200
Total 1206:					3,349.00	
3987						
3987	Association for Rural & Small Libr	841461342	Returned Funds	03/29/2024	752.82	24-36-2200
Total 3987:					752.82	
2225						
2225	B & I Hardware & Rental	1174	P/W Misc Supplies.	04/22/2024	225.94	41-78-8170
2225	B & I Hardware & Rental	1174	P/W Misc Supplies.	04/22/2024	146.64	52-65-2400
Total 2225:					372.58	
2946						
2946	BNSF Railway Company	24005459	Park Lease	05/14/2024	499.01	10-72-2100
Total 2946:					499.01	
3693						
3693	Branch Engineering Inc	21688	Engineering Services	05/24/2024	33,953.70	51-78-8015
3693	Branch Engineering Inc	21697	Engineering Services	05/24/2024	17,304.33	11-60-7975
3693	Branch Engineering Inc	21700	Engineering Services	05/24/2024	456.25	11-42-2100
3693	Branch Engineering Inc	21703	Engineering Services	05/24/2024	2,255.00	25-70-8000
Total 3693:					53,969.28	
3788						
3788	Cameron McCarthy Landscape	01662	RTP Grant	05/22/2024	332.50	61-70-7000
Total 3788:					332.50	
3407						
3407	Cascade Health Solutions	68997	Hearing Test	05/03/2024	38.00	11-44-6100
Total 3407:					38.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
3920						
3920	Cathy Nelson	5302024-1	Mileage	05/30/2024	64.86	10-63-2300
Total 3920:					64.86	
3773						
3773	CenturyLink	688319605	Phone Bill	05/04/2024	.28	10-69-3500
3773	CenturyLink	APRIL 2024	Phone Bill	04/26/2024	47.82	51-65-3500
3773	CenturyLink	APRIL 2024	Phone Bill	04/26/2024	47.82	52-65-3500
3773	CenturyLink	APRIL 2024	Phone Bill	04/26/2024	44.17	52-65-3500
3773	CenturyLink	APRIL 2024	Phone Bill	04/26/2024	47.82	52-65-3500
3773	CenturyLink	APRIL 2024	Phone Bill	04/26/2024	46.27	51-65-3500
3773	CenturyLink	APRIL 2024	Phone Bill	04/26/2024	42.16	51-65-3500
3773	CenturyLink	APRIL 2024	Phone Bill	04/26/2024	42.62	52-65-3500
3773	CenturyLink	APRIL 2024	Phone Bill	04/26/2024	44.17	52-65-3500
3773	CenturyLink	APRIL 2024	Phone Bill	04/26/2024	42.16	10-69-3500
Total 3773:					405.29	
2939						
2939	Cobalt Computer Services, Inc.	28478	Computer Service	04/30/2024	241.95	40-65-8015
2939	Cobalt Computer Services, Inc.	28588	Computer Service	04/30/2024	2,025.00	40-65-8015
2939	Cobalt Computer Services, Inc.	28588	Computer Service	04/30/2024	67.50	10-60-2710
2939	Cobalt Computer Services, Inc.	28588	Computer Service	04/30/2024	1,653.75	40-65-8045
Total 2939:					3,988.20	
2720						
2720	Comcast	MAY 2024	Internet Service	05/02/2024	339.61	10-60-2000
2720	Comcast	MAY 2024 LIB	Internet Service	04/23/2024	286.85	24-60-2525
2720	Comcast	MAY 2024 PW	Internet Service	05/01/2024	153.93	52-65-3550
2720	Comcast	MAY 2024 PW	Internet Service	05/01/2024	153.92	51-65-3550
Total 2720:					934.31	
3913						
3913	DataBar Inc	266565	W/S Utility Statements	05/03/2024	401.78	51-74-2200
3913	DataBar Inc	266565	W/S Utility Statements	05/03/2024	401.78	52-74-2200
3913	DataBar Inc	266641	W/S Utility Statements	05/09/2024	139.00	51-74-2200
3913	DataBar Inc	266641	W/S Utility Statements	05/09/2024	139.00	52-74-2200
Total 3913:					1,081.56	
3966						
3966	DCBS Fiscal Services	APRIL 2024	State Surcharge - Building/Electric	04/30/2024	126.71	27-70-1050
3966	DCBS Fiscal Services	APRIL 2024	State Surcharge - Building/Electric	04/30/2024	887.82	26-70-1050
Total 3966:					1,014.53	
3896						
3896	Delapoer Kidd PC	2020	Attorney Fees	05/01/2024	2,047.50	10-42-2500
3896	Delapoer Kidd PC	2020	Attorney Fees	05/01/2024	1,312.50	10-42-2700
Total 3896:					3,360.00	
1000						
1000	DEQ	WQWSC24003	Operator Certification	04/25/2024	104.00	52-65-5000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
Total 1000:					104.00	
3953						
3953	DJC Oregon	745697133	Construction Bid	05/13/2024	346.06	11-42-2100
Total 3953:					346.06	
1946						
1946	Ferguson Waterworks	1257564	P/W Misc. Expense	04/16/2024	271.81	11-43-2100
1946	Ferguson Waterworks	1259362	P/W Misc. Expense	05/02/2024	7,449.00	51-78-7400
1946	Ferguson Waterworks	1259362	P/W Misc. Expense	05/02/2024	7,449.00	52-78-7400
1946	Ferguson Waterworks	1259816	P/W Misc. Expense	05/07/2024	1,594.40	51-78-7400
1946	Ferguson Waterworks	1259816	P/W Misc. Expense	05/07/2024	1,594.40	52-78-7400
Total 1946:					18,358.61	
1218						
1218	Grainger	9089708979	Misc. P/W Supplies	04/17/2024	140.20	52-65-3300
1218	Grainger	9089708979	Misc. P/W Supplies	04/17/2024	140.20	51-65-3300
1218	Grainger	9098896187	Misc. P/W Supplies	04/25/2024	94.93	52-65-3300
1218	Grainger	9098896187	Misc. P/W Supplies	04/25/2024	94.93	51-65-3300
1218	Grainger	9102591451	Misc. P/W Supplies	04/29/2024	145.41	25-65-2000
Total 1218:					615.67	
1652						
1652	Harrisburg Fire & Rescue	04022024	First Aid Class	04/30/2024	300.00	10-63-2000
Total 1652:					300.00	
2271						
2271	Home Comfort Heating & A/C	62770759	City Hall Heat System	05/07/2024	2,181.69	10-72-4000
Total 2271:					2,181.69	
1220						
1220	Hurd's Custom Machinery, Inc.	41608	Public Works Supplies	03/29/2024	100.70	10-72-4000
1220	Hurd's Custom Machinery, Inc.	41844	Public Works Supplies	04/25/2024	53.66	10-72-4000
1220	Hurd's Custom Machinery, Inc.	41874	Public Works Supplies	04/29/2024	64.84	10-72-4000
Total 1220:					219.20	
2543						
2543	Industrial Source	2276455	Misc. P/W Supplies	04/30/2024	23.71	10-72-4000
Total 2543:					23.71	
1221						
1221	Jerry's Home Improvement	246257	Misc Public Works Supplies	04/16/2024	19.98	11-44-6000
1221	Jerry's Home Improvement	247735	Misc Public Works Supplies	04/26/2024	43.27	10-72-4000
Total 1221:					63.25	
4057						
4057	Joanne Smith	5.16.24	Reimbursement	05/16/2024	6.30	24-60-3050

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
Total 4057:					6.30	
4046						
4046	Joshua Colwell Company	ROCHELLE R	Attorney Fee	05/06/2024	114.00	10-42-2700
Total 4046:					114.00	
3852						
3852	JTI Supply Inc	52453	Misc P/W Exp	05/13/2024	260.00	25-65-2000
Total 3852:					260.00	
3968						
3968	Junction City	APRIL 2024	Building/Electrical Permit Fees	04/30/2024	277.81	27-70-1000
3968	Junction City	APRIL 2024	Building/Electrical Permit Fees	04/30/2024	6,651.04	26-70-1000
Total 3968:					6,928.85	
4048						
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	53.95	51-65-2400
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	23.99	11-44-6000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	26.99	10-72-4000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	157.00	51-78-7400
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	9.99	24-60-2000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	64.99	52-65-2400
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	442.97	10-72-4000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	39.96	24-60-3050
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	25.99	24-60-2800
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	79.99	40-65-8050
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	85.34	24-60-2800
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	8.00	10-63-2300
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	775.07	24-60-2000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	108.00	24-60-2000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	69.99	10-42-2800
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	33.00	10-53-2200
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	8.85	10-72-4000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	25.00	10-53-2200
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	257.90	51-76-2000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	4.28	52-65-4600
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	149.44	51-65-3300
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	229.78	10-72-4000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	354.54	10-72-4000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	19.99	10-53-2200
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	13.99	24-60-3050
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	79.74	24-60-2800
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	805.00	11-44-6000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	50.00	10-63-2200
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	396.00	11-44-6000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	7.77	24-60-3050
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	84.99	24-60-2000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	418.15	10-60-2400
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	28.99	10-60-2300
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	223.15	24-60-2000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	3.99	24-60-2000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	213.78	10-41-3000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	23.48	10-42-2800

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	195.95	51-65-4150
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	4,795.00	41-78-8170
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	59.99	24-60-2000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	7.90	10-42-2800
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	18.99	10-60-2300
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	257.90	52-76-2000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	195.95	52-65-4150
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	8.20	10-60-2400
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	166.11	11-43-2100
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	134.94	10-72-4000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	149.45	52-65-3300
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	55.16	10-53-2200
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	29.95	24-60-2800
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	49.36	24-60-3050
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	157.00	52-78-7400
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	3.99	24-60-3050
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	11.25	24-60-3050
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	1,000.00	11-43-4000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	204.50	41-78-8170
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	4.29	51-65-4600
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	85.34	24-60-2800
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	19.99	24-60-3050
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	22.58	24-60-3050
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	1,380.00	11-44-6000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	572.22	11-44-6000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	54.94	10-72-4000
4048	KeyBank Key Card	APRIL 2024	Misc Credit Card Charges	04/30/2024	109.88	24-60-3050
Total 4048:					14,836.22	
3770						
3770	Keyhole Locksmith, The	105539	Misc P/W Exp	05/30/2024	253.00	51-65-2400
Total 3770:					253.00	
3883						
3883	Knox Ag Irrigaion, Inc	5272	Misc P/W Exp	05/09/2024	39.00	51-65-4600
Total 3883:					39.00	
3974						
3974	Law Office of Ivers & Miller	5460	Attourney Fee	01/30/2024	1,190.00	10-42-2700
3974	Law Office of Ivers & Miller	5724	Attourney Fee	02/28/2024	708.75	10-42-2700
3974	Law Office of Ivers & Miller	5962	Attourney Fee	03/28/2024	1,461.25	10-42-2700
Total 3974:					3,360.00	
1253						
1253	Linn County Sheriff's Office	4TH QRT 2024	Law Enforcement Contract	05/01/2024	68,029.50	10-66-3000
Total 1253:					68,029.50	
2489						
2489	Lori Ross	PER DIEM 6.9.	Per Diem	05/31/2024	142.00	10-63-2200
Total 2489:					142.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
2644						
2644	Net Assets	54-202404	Lien Searches	05/01/2024	78.00	10-53-2250
Total 2644:					78.00	
4049						
4049	Northwest Electric and Excavation	0002846	Electrical	04/09/2024	460.34	52-65-4150
4049	Northwest Electric and Excavation	0002864	Electrical	04/24/2024	938.05	52-65-4150
Total 4049:					1,398.39	
1102						
1102	NW Natural Gas Co.	MAY 2024	Utilities	05/08/2024	41.44	10-69-2000
1102	NW Natural Gas Co.	MAY 2024 PU	Utilities	05/09/2024	51.34	52-65-2700
1102	NW Natural Gas Co.	MAY 2024 PW	Utilities	05/08/2024	230.40	51-65-2700
Total 1102:					323.18	
1952						
1952	OAWU	37514	Membership Fees	05/01/2024	327.68	51-76-2000
1952	OAWU	37514	Membership Fees	05/01/2024	327.68	52-76-2000
Total 1952:					655.36	
3427						
3427	OHA Cashier	00366 DUES	Water System Fee	05/01/2024	1,500.00	51-65-5000
Total 3427:					1,500.00	
1245						
1245	One Call Concepts, Inc.	4040386	Locates	04/30/2024	47.60	51-65-4600
1245	One Call Concepts, Inc.	4040386	Locates	04/30/2024	47.60	52-65-4600
Total 1245:					95.20	
1862						
1862	Oregon DMV	L0055433680	Record Inquiry	04/30/2024	4.85	10-42-2800
Total 1862:					4.85	
3096						
3096	Pacific Office Automation	189863	Telephone	04/23/2024	110.78	10-69-3500
3096	Pacific Office Automation	189863	Telephone	04/23/2024	35.21	24-60-2500
3096	Pacific Office Automation	189863	Telephone	04/23/2024	110.79	51-65-3500
3096	Pacific Office Automation	189863	Telephone	04/23/2024	110.79	52-65-3500
3096	Pacific Office Automation	201408	Copier Contract	04/29/2024	43.89	51-74-2000
3096	Pacific Office Automation	201408	Copier Contract	04/29/2024	43.91	10-60-2100
3096	Pacific Office Automation	201408	Copier Contract	04/29/2024	43.89	52-74-2000
3096	Pacific Office Automation	5029828316	Copier Contract	05/14/2024	162.24	52-74-2000
3096	Pacific Office Automation	5029828316	Copier Contract	05/14/2024	345.01	40-67-8000
3096	Pacific Office Automation	5029828316	Copier Contract	05/14/2024	162.24	51-74-2000
3096	Pacific Office Automation	5029828316	Copier Contract	05/14/2024	162.23	10-60-2100
Total 3096:					1,330.98	
1079						
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	743.62	10-69-2500

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	116.93	52-65-2600
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	47.45	10-69-3000
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	260.78	10-69-3000
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	72.63	10-69-2500
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	23.72	10-69-3000
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	24.84	10-69-2500
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	26.49	52-65-2600
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	56.19	10-69-3000
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	4,189.91	51-65-2600
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	82.28	10-69-2500
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	58.58	52-65-2600
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	1,621.81	52-65-2600
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	1,047.03	10-69-3000
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	143.62	10-69-3000
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	20.89	10-69-2500
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	13.06	10-69-2500
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	390.13	10-69-2500
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	32.46	10-72-6700
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	405.47	10-69-3000
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	403.60	10-69-3000
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	57.57	52-65-2600
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	8.04	10-69-2500
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	26.10	10-69-2500
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	.63	10-69-3000
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	17.96	10-69-2500
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	17.96	10-69-3000
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	39.35	11-44-2000
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	1,684.06	51-65-2600
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	151.68	51-65-2600
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	65.34	52-65-2600
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	45.63	52-65-2600
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	15.59	10-69-3000
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	48.16	10-69-3000
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	810.87	25-65-2500
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	27.43	25-65-2500
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	40.15	10-69-2500
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	93.57	10-69-2500
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	109.52	25-65-2500
1079	Pacific Power & Light Company	APRIL 2024	UTILITIES	04/15/2024	80.27	10-69-3000
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	8.11	10-69-2500
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	26.55	10-69-2500
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	26.10	52-65-2600
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	24.83	10-72-6700
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	39.80	11-44-2000
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	1,361.06	51-65-2600
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	635.74	10-69-2500
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	60.25	52-65-2600
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	80.97	10-69-3000
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	146.06	10-69-3000
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	722.38	25-65-2500
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	408.71	10-69-3000
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	3,898.81	51-65-2600
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	129.04	51-65-2600
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	52.13	52-65-2600
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	95.37	10-69-2500
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	101.91	52-65-2600
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	26.03	25-65-2500

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	17.96	10-69-3000
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	13.29	10-69-2500
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	83.22	10-69-2500
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	42.72	52-65-2600
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	21.12	10-69-2500
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	65.11	25-65-2500
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	56.68	10-69-3000
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	48.44	10-69-3000
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	248.39	10-69-3000
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	19.12	10-69-3000
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	15.89	10-69-3000
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	1,050.64	10-69-3000
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	40.49	10-69-2500
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	24.23	10-69-3000
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	51.70	52-65-2600
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	1,638.26	52-65-2600
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	385.81	10-69-2500
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	17.96	10-69-2500
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	413.25	10-69-3000
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	48.58	10-69-3000
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	24.39	10-69-2500
1079	Pacific Power & Light Company	MAY 2024	UTILITIES	05/31/2024	70.32	10-69-2500
Total 1079:					25,362.79	
1814						
1814	Peterson CAT	SW290093599	Public Works Supplies	05/21/2024	910.00	52-65-2500
Total 1814:					910.00	
1187						
1187	Petty Cash	5.13.24	Petty Cash	05/13/2024	25.00	10-60-2400
Total 1187:					25.00	
3582						
3582	Sierra Springs	21792967 0427	Bottled Water	04/27/2024	90.79	10-53-2200
3582	Sierra Springs	217929670525	Bottled Water	05/25/2024	119.59	10-53-2200
Total 3582:					210.38	
2927						
2927	Staples Business Advantage	6001229138	Office Supplies	04/16/2024	5.07	51-74-2400
2927	Staples Business Advantage	6001229138	Office Supplies	04/16/2024	5.07	10-60-2300
2927	Staples Business Advantage	6001229138	Office Supplies	04/16/2024	5.08	52-74-2400
2927	Staples Business Advantage	6001287645	Office Supplies	04/20/2024	33.55	52-74-2400
2927	Staples Business Advantage	6001287645	Office Supplies	04/20/2024	33.56	51-74-2400
2927	Staples Business Advantage	6001287645	Office Supplies	04/20/2024	33.57	10-60-2300
2927	Staples Business Advantage	6001417300	Office Supplies	04/25/2024	28.26	10-60-2300
2927	Staples Business Advantage	6001417300	Office Supplies	04/25/2024	28.25	52-74-2400
2927	Staples Business Advantage	6001417300	Office Supplies	04/25/2024	28.25	51-74-2400
2927	Staples Business Advantage	6002082772	Office Supplies	05/03/2024	11.68-	52-74-2400
2927	Staples Business Advantage	6002082772	Office Supplies	05/03/2024	11.68-	10-60-2300
2927	Staples Business Advantage	6002082772	Office Supplies	05/03/2024	11.68-	51-74-2400
2927	Staples Business Advantage	6002249764	Office Supplies	05/11/2024	47.67	10-60-2300
2927	Staples Business Advantage	6002249764	Office Supplies	05/11/2024	47.66	51-74-2400
2927	Staples Business Advantage	6002249764	Office Supplies	05/11/2024	47.66	52-74-2400

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
Total 2927:					308.61	
1144						
1144	Suzan Jackson	239	Janitor Services	04/30/2024	420.00	10-72-4100
1144	Suzan Jackson	239	Janitor Services	04/30/2024	630.00	10-72-4100
Total 1144:					1,050.00	
4043						
4043	TWGW, Inc. Napa AUto Parts	819-700802	Repairs	03/29/2024	6.29	25-65-2000
4043	TWGW, Inc. Napa AUto Parts	819-701493	Repairs	04/08/2024	66.45	10-72-4000
4043	TWGW, Inc. Napa AUto Parts	819-702122	Repairs	04/16/2024	18.48	10-72-4000
Total 4043:					91.22	
1287						
1287	US Bank	2560176	Loan Payment	04/12/2024	13,749.98	30-59-8200
1287	US Bank	2560176	Loan Payment	04/12/2024	35,000.00	30-51-8200
1287	US Bank	2561606	Loan Payment	04/15/2024	148,781.07	30-59-8400
1287	US Bank	2561606	Loan Payment	04/15/2024	70,000.00	30-51-8400
1287	US Bank	2561713	Loan Payment	04/15/2024	35,700.00	52-85-8100
1287	US Bank	2561713	Loan Payment	04/15/2024	50,000.00	52-85-8000
Total 1287:					353,231.05	
3663						
3663	Water Refunds	#11667.04B	Utility Billing Overpayment	05/02/2024	3.52	01-1075
3663	Water Refunds	#432.02	Utility Billing Overpayment	05/08/2024	59.26	01-1075
3663	Water Refunds	#687.04	Utility Billing Overpayment	05/01/2024	9.60	01-1075
3663	Water Refunds	#687.04A	Utility Billing Overpayment	05/28/2024	77.99	01-1075
Total 3663:					150.37	
2661						
2661	WCP Solutions	13623069	Office Supplies	04/29/2024	149.30	52-65-3300
2661	WCP Solutions	13623069	Office Supplies	04/29/2024	149.30	51-65-3300
Total 2661:					298.60	
1239						
1239	WECO	CP-00267146	PW Gas Exp	04/30/2024	709.78	11-45-2000
1239	WECO	CP-00267146	PW Gas Exp	04/30/2024	828.08	51-73-2000
1239	WECO	CP-00267146	PW Gas Exp	04/30/2024	828.08	52-73-2000
Total 1239:					2,365.94	
Grand Totals:					580,495.20	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
--------	-------------	----------------	-------------	--------------	-------------	-------------------

Dated: _____

Mayor: _____

Payment Approval Report
Expense Account Key

City Council: _____

	Fund Number	G.L. Number Acct
General Fund	10	10-XX- XXXX
Street Fund	11	11-XX- XXXX
CED Fund	23	23-XX- XXXX
Library Fund	24	24-XX- XXXX
Storm Fund	25	25-XX- XXXX
Building Permit Fund	26	26-XX- XXXX
Electrical Permit Fund	27	27-XX- XXXX
Debt Services Fund	30	30-XX- XXXX
Office Equip. Fund	40	40-XX- XXXX
Equipment Fund	41	41-XX- XXXX
Water Fund	51	51-XX- XXXX
Sewer Fund	52	52-XX- XXXX
Sewer Resv Fund	56	56-XX- XXXX

City Recorder: _____

City Treasurer: _____

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.



Library Board Minutes
May 07, 2024

Chairperson: Desria Hansen
 Vice-Chairperson: Alexandria Bennett (via Phone)
 Board Members: Lori Pelkey
 Board Members Absent: Rian Tupua (Excused) and Vacancy
 Staff Members: Library Supervisor Cathy Nelson, City Recorder Lori Ross and Librarians' Amanda Pelkey and Edith Carter
 Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

CALL TO ORDER AND ROLL CALL by Chairperson Hansen at the hour of 5:02pm

CONCERNED CITIZEN(S) IN THE AUDIENCE. All in attendance were there for items on the agenda.

MOTION TO APPROVE THE MINUTES FROM THE MARCH 5, 2024 LIBRARY BOARD MEETING: No comments or concerns.

- Pelkey motioned to approve the minutes from the March 5, 2024 Library Board meeting and was seconded by Bennett. The motion passed unanimously by a vote of 3-0. (Yes: Hansen, Pelkey and Bennett. No: None.)

THE MATTER OF REAPPOINTING EXPIRING LIBRARY BOARD TERMS: No comments or concerns.

- Bennett motioned to recommend that City Council reappoints Lori Pelkey and Desria Hansen to the Library Board with terms ending June 30, 2028 and was seconded by Hansen. The motion passed unanimously by a vote of 3-0. (Yes: Hansen, Pelkey and Bennett. No: None.)

THE MATTER OF FILLING A LIBRARY BOARD VACANCY: Hansen introduced applicant Danielle Pederson noting that applicant Cheryll Ressler was not present this evening.

- Pedersen introduced herself commenting that she has been assisting with the story time program. A. Pelkey and Carter both added that she has been a huge help with the program.

May 07, 2024

- Hansen asked Pedersen if there was anything she would like to see changed at the library and Pedersen replied that she thinks the library is very inviting and makes for a great community atmosphere. She would like to make everyone attending the library feel as comfortable and as welcomed as she was.
- Pelkey asked Pedersen what her favorite childhood memory was of a library and Pedersen replied that it was a story time presentation that was very animated.
- Bennett commented that she has volunteered with Pedersen and feels that she would be a wonderful addition to the Library Board. Hansen agreed.
 - Hansen **motioned to recommend to City Council that they appoint Danielle Pedersen to the Library Board with a term ending June 30, 2027 and was seconded by Bennett. The motion passed unanimously by a vote of 3-0.** (Yes: Hansen, Pelkey and Bennett. No: None.)

THE MATTER OF DISCUSSING LIBRARY PROGRAMS:

Crafting Club: A. Pelkey stated the program has become smaller and is volunteered by Joann Smith. Bennett suggested promoting a special crafting event on Facebook.

- Pelkey suggested having a craft adult summer reading program involving making crafts out of recycled materials. A. Pelkey thinks that would be better as a summer reading program or a special crafting event. Pelkey said she would volunteer for the program.

Story Time: Program is going well. Waiting for the summer reading program to begin.

Baby Story Time: Program is going great and has been better holding it in the HMC.

Game Night: Program is currently cancelled due to no volunteer.

Teen Book Club: Program is going well; steady.

Lego Club: Program still has small numbers but getting better. Pelkey has some FFA students who are assisting with the program. Carter thinks the numbers are low due to baby story time and Lego club being held on the same day, however, A. Pelkey and Hansen both agreed it was slower holding it on Saturdays.

Karaoke Club: Hit and miss. Carter commented on the need for the music selection to be monitored to ensure it's appropriate for the library.

Grief Support: Program has had four to five patrons attending. Nelson stated the last program was cancelled due to no volunteer.

Computer Program: A. Pelkey is going to hold a beginner's class and has three patrons signed up. The program would include operating a tablet, laptop, and setting up an email account.

Others:

Ross asked about having a float for the 4th of July.

- Bennett commented she would be out of town and A. Pelkey stated it's a lot of work.
- Pelkey and Hansen thought they could use a truck bed instead of a trailer for a float.
- A. Pelkey presented the updated Library Card applications and flyers as shown in **Addendum 1**, which could be handed out during the parade.
- Hansen thought instead, they could hand out flyers at the book sale. If the Board decides to have a float, they will hold a special meeting to decorate.
- Pelkey asked if help was needed for the book sale. A. Pelkey replied that volunteers or the Library Guild are always welcome to help.

Next meeting to take place July 2nd, 2024. Meeting location to be determined as the HMC might be used by the HFEA.

With no further discussion, the Library Board Meeting adjourned at the hour of 5:39pm

HARRISBURG PUBLIC LIBRARY

LEGO CLUB

EVERY FRIDAY AT 3 PM

Come and build Legos and friendships. Work on Lego challenges such as catapults. Free building is always an option.

Age interest range
5-12yrs old

All children welcome.

WIN LEGO PRIZES!!!



WELCOME TO OUR

STORYTIME

for Littles

11 am Wednesdays
ages 0-3yrs

Join us at Harrisburg
Library for Songs, rhymes
and stories



TEEN GAME NIGHT

1ST THURS. 6-7 PM
@ HARRISBURG LIBRARY

GAME TOGETHER

FOR MORE INFORMATION
541-995-6949



Storytime

Fridays at 10am
Stories, crafts,
snacks and more





Harrisburg Library

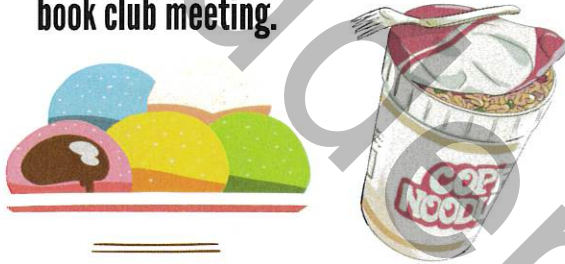
Teen Manga/Graphic Novel Club

Every 2nd Thurs. 5 pm-6 pm

Come and read manga and graphic novels together.

Hang with friends and eat cup of noodles and mochi.

Get a free book when attending book club meeting.



Harrisburg Library Free Student Card!!!



Exciting news for all students, including homeschoolers, within the Harrisburg district—even if you reside beyond the city limits.

You are now eligible to receive a free library card if your residence falls outside the city boundaries.

All students who live in Harrisburg including those outside the city limits will be issued a special student card. These cards have a limit of 10 items checked out at once, and they do not provide access to DVDs, or Interlibrary Loan services.

This card will provide exclusive access to the abundant resources available at the Harrisburg library, encompassing books, the Libby app, and Rocket Language!



ROCKET LANGUAGES

<https://app.rocketlanguages.com/library/TpGk28YeYg6W>

LIBBY BY OVERDRIVE

Free access with your Harrisburg Library card!

This multi-faceted system allows patrons to learn new languages at their own pace.

Learn many Languages, including sign language!

The Harrisburg Public Library is proud to be a part of the Oregon Digital Library Consortium, Library2go!

You must have a current Harrisburg Public Library card and pin number to sign up and access all Libby has to offer.

Patrons will have access to downloadable lessons, games and much more!

An award-winning, interactive online language learning system for our library Patrons!

To get started go to:
<https://app.rocketlanguages.com/library/TpGk28YeYg6W#register>
Enter your library card number, and create an account to start learning!



Our Patrons are able to check out E-Books, Audio Books and more via the Libby app at no charge!

For help please contact us at the Library at 541-995-6949

Download the Libby app by OverDrive and start reading on your favorite devices! That's it! We hope you enjoy this great addition to our Library as we are so pleased to be able to offer you!



Harrisburg Public Library 2024 Summer Reading Program Schedule Fridays at 10 am

- June 14 • Read Renew Repeat Storytime, DIY bottle planters, and Get your summer reading gear!
- June 21 • Guest speaker on Native plants. Take home plants while supplies last.
- June 28 • Native Oregon birds, Make bird Feeders.
- July 05 • Independence Day Storytime. Firework art.
- July 12 • Make Trash Art.
- July 19 • Local Artist Chalk Art session.
- July 26 • Magic Bubble presentation.
- August 02 • Build Fairy Houses.
- August 09 • Clean water Storytime & Raincloud in a cup experiment.
- August 16 • Carnival finale! Turn in Reading Logs!

Harrisburg Public Library Card Application

4.

Are you a City of Harrisburg Resident? Y or N

Name: _____

Mailing Address:

Physical Address:

Email Address:

Phone: _____ Date of Birth:

Books check out for 21 days with 2 renewals, if no holds. Renew in person, email, or phone. We are a fine free library for overdue materials. City residents receive Library cards free, valid for 1 year. Nonresidents are charged \$30/yr. Nonresident seniors \$12.50/yr. Harrisburg Library is part of a consortium that gives you access to 5 library's. Books can be checked out at www.harrisburg.evergreencatalog.com.

Librarians: Amanda Pelkey:

apelkey@ci.harrisburg.or.us

Edith Carter: ecarter@ci.harrisburg.or.us

(541)995-6949

Library Hours:

Sunday & Monday: Closed

Tuesday: 1pm-5pm

Wednesday: 9am-5pm

Thursday: 1pm-7pm

Friday: 9am-5pm

Saturday: 10am-3pm



Harrisburg Public Library
354 Smith St
PO Box 378
Harrisburg, OR 97446
Phone (541)995-6949
www.harrisburg.or.us/library



Staff Only

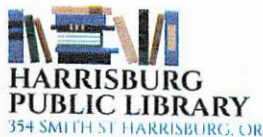
Date Application

Submitted _____

Date Card Issued _____

Library Card

Number _____



The City of Harrisburg is an equal opportunity employer!

Code	Description	Count	Amount	GL Account
Court Costs				
AF	ATTORNEY FEE	3	166.22	
CF	COLLECTION FEE	1	27.25	
COSTS	COURT COSTS	11	398.45	
DEF-ADJUD	DEF ADJUDICATION	7	1,068.97	
LPF	LATE PAYMENT FEE	8	53.84	
PA	PAYMENT ARRANGEMENT- FEE	6	30.87	
SCF	SHOW CAUSE FEE	3	54.16	
SUSP	SUSPENSION FEE	7	45.00	
WF	WARRANT FEE	18	264.84	
Total Court Costs:		64	2,109.60	
Fines				
DISM	CHARGE DISMISSED	1	84.00	
DIV	DIVERSION AGREEMENT	2	140.00	
GBD	GUILTY BY DEFAULT	28	2,097.01	
GUILTY	FOUND GUILTY	17	2,205.00	
Total Fines:		48	4,526.01	
Surcharges				
COUNTY	COUNTY ASSESSMENT	17	272.00	
STATE	STATE ASSESSMENT	15	705.00	
Total Surcharges:		32	977.00	
Third Party				
REST	VICTIM RESTITUTION	1	7.65	
Total Third Party:		1	7.65	
Grand Totals:		145	7,620.26	

Report Criteria:

Case.Violation date = 05/01/2024-05/31/2024

Agency	Case Number	Citation Numbers	Violation Date	Primary Offense	Location
COBURG PD	24-T-0079	1052	05/01/2024	VIOLATING DESIGNATED SPEED 11-20 MPH	6TH ST/ SOMMERVILLE LP
LCSO	24-T-0082	225922	05/05/2024	DWS/REVOKED; FTI IID	799 S 2ND ST/S 3RD ST HARRISBURG
COBURG PD	24-T-0086	1605	05/06/2024	VIOLATING DESIGNATED SPEED 11-20 MPH	DIAMOND HILL & N. 9TH ST
LCSO	24-T-0083	225953	05/07/2024	DRIVE WHILE SUSPENDED/REVOKED	486 N. 7TH ST
COHB	24-C-0009	24-C-0009	05/07/2024	SEWER SYSTEM-UPDATED ORD	915 SOMMERVILLE LP
COHB	24-C-0010	24-C-0010	05/07/2024	FAILURE TO PAY UTILITY BILL	392 S 3RD ST
COHB	24-M-0034	24-M-0034	05/08/2024	FAILURE TO APPEAR ON CRIMINAL CITATION	
LCSO	24-T-0085	225974	05/09/2024	DRIVE WHILE SUSPENDED/REVOKED	299 FOUNTAIN ST & S. 3RD ST
LCSO	24-T-0084	119783	05/10/2024	PASSING IN NO PASSING ZONE	28769 HWY 34 & PEORIA RD CORVALLIS
LCSO	24-M-0035	226042	05/17/2024	THEFT III	340 N 3RD ST
COBURG PD	24-T-0087	1053	05/18/2024	FAILURE TO OBEY TRAFFIC CONTROL DEVICE-SIGN	7TH ST & TERRITORIAL
COBURG PD	24-T-0088	1529	05/18/2024	VIOLATING DESIGNATED SPEED 11-20 MPH	N. 6TH ST & PRICEBORO
LCSO	24-T-0090	226109	05/20/2024	DWS/REVOKED; FTC PROOF INSURANCE	137 N. 3RD ST
LCS	24-T-0089	226113	05/20/2024	EXPIRED VEHICLE REGISTRATION	599 LASALLE ST & S. 6TH ST
LCSO	24-T-0091	226128	05/22/2024	EXPIRED VEHICLE REGISTRATION	399 SMITH ST & N. 4TH ST
LCSO	24-T-0092	226129	05/22/2024	NO OPERATORS LICENSE	120 S. 3RD ST
LCSO	24-T-0093	226177	05/25/2024	NO OPERATORS LICENSE; FTC PROOF INSURANCE	30340 PRICEBORO DR & S. 8TH ST
LCS	24-T-0094	226186	05/25/2024	DRIVING WHILE UNINSURED	399 S. 3RD ST & KESLING ST
LCS	24-T-0095	226212	05/27/2024	FAIL TO CARRY PROOF OF INSURANCE	899 S. 6TH ST & SOMMERVILLE
LCS	24-T-0096	226219	05/27/2024	DWS/REVOKED; FTI IID	237 N. 3RD ST

Grand Totals:

20 CITATIONS ISSUED FOR A TOTAL OF 24 OFFENSES