



City Council Work Session Agenda

February 22, 2022

6:30 PM (Directly following the HRA Board Meeting)

Mayor: Robert Duncan
Council President: Mike Caughey
Councilors: Kimberly Downey, Robert Boese, Adam Keaton, Randy Klemm, and Charlotte Thomas.
Meeting Location: 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/Assistant City Administrator Michele Eldridge, at 541-995-6655*
8. *Meetings are held in a facility that is disinfected. Masks are required if there are 10 or more people in the room. Seating is set with 6' physical separation in mind.*
9. *If you wish to testify, and are unable to attend due to the Coronavirus Pandemic, 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 DISCUSSING THE HARRISBURG FISCAL YEAR 2020-2021
AUDIT REPORT WITH THE AUDITOR, STEVE TUCHSCHERER**

STAFF REPORT:

Exhibit A: FY 2020-2021 Audit Report.

Exhibit B: 2020-21 City of Harrisburg Audit Letter

**ACTION: MOTION TO APPROVE THE CITY'S FISCAL YEAR 2020-2021
AUDIT REPORT, AS PRESENTED BY THE AUDITOR STEVE TUCHSCHERER.**

**2. THE MATTER OF AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO
A CONTRACT FOR WATER ASSISTANCE PROVISIONS BETWEEN THE
COMMUNITY SERVICES CONSORTIUM AND THE CITY OF HARRISBURG**

STAFF REPORT:

Exhibit A: CSC Letter

Exhibit B: Contract

**ACTION: MOTION TO AUTHORIZE THE CITY ADMINISTRATOR TO ENTER
INTO A CONTRACT FOR WATER ASSISTANCE PROVISIONS BETWEEN THE
COMMUNITY SERVICES CONSORTIUM AND THE CITY OF HARRISBURG**

**3. THE MATTER OF REVIEWING AND DISCUSSING THE STRATEGIC PLAN FOR 2023-
2027**

STAFF REPORT:

Exhibit A: Draft Strategic Plan

Exhibit B: Final 2015-2019 Strategic Plan

ACTION: FOR DISCUSSION

OTHER ITEMS

ADJOURN

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

**THE MATTER OF DISCUSSING THE HARRISBURG FISCAL YEAR 2020-2021
AUDIT REPORT WITH THE AUDITOR, STEVE TUCHSCHERER**

STAFF REPORT:

Exhibit A: FY 2020-2021 Audit Report.

Exhibit B: 2020-21 City of Harrisburg Audit Letter

**ACTION: MOTION TO APPROVE THE CITY’S FISCAL YEAR 2020-2021
AUDIT REPORT, AS PRESENTED BY THE AUDITOR STEVE TUCHSCHERER.**

THIS AGENDA BILL IS DESTINED FOR: Regular Agenda – February 22, 2022

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
N/A	N/A	N/A

STAFF RECOMMENDATION:

Staff recommends City Council accept and approve the City of Harrisburg Fiscal Year 2020-2021 Audit Report.

BACKGROUND INFORMATION:

Steve Tuchscherer and his firm audited the City's financial records for Fiscal Year 2020-2021. The audit report (Exhibit A) should be used to follow along with the presentation given by Auditor, Steve Tuchscherer.

Mr. Tuchscherer will be providing his audit report via Zoom, which will be broadcast on the City Council Information Screens.

REVIEW AND APPROVAL:

Michele Eldridge Date
City Administrator



HARRISBURG, OREGON

Annual Financial Report

June 30, 2021

CITY OF HARRISBURG

PO Box 378
Harrisburg, Oregon 97446
(541) 995-6655

MAYOR & CITY COUNCIL

ROBERT DUNCAN PO Box 224, Harrisburg, OR 97446	Mayor
ADAM KEATON 550 N 6th Place, Harrisburg, OR 97446	Councilor
KIM DOWNEY PO Box 651, Harrisburg, OR 97446	Councilor
CHARLOTTE THOMAS 1145 South 6th Street, Harrisburg, OR 97446	Councilor
RANDY KLEMM 785 Monroe Street, Harrisburg, OR 97446	Councilor
ROBERT BOESE 460 N 7th Street, Harrisburg, OR 97446	Councilor
MIKE CAUGHEY 1052 Whitledge Place, Harrisburg, OR 97446	Councilor

ADMINISTRATION

CATHY NELSON PO Box 378, Harrisburg, OR 97446	Finance Officer
MICHELE ELDRIDGE PO Box 378, Harrisburg, OR 97446	City Administrator
LORI ROSS PO Box 378, Harrisburg, OR 97446	City Recorder

AUDIT REPORT**JUNE 30, 2021**

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CITY OF HARRISBURG

AUDIT REPORT

JUNE 30, 2021

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INDEPENDENT AUDITOR'S REPORT

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

I have audited the accompanying financial statements of the governmental activities, the 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, 2021 which collectively comprise the City of Harrisburg's basic financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting standards generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express opinions on these financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

Opinions

In my 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 as of June 30, 2021, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion on pages 2-13, the schedules of revenues, expenditures and changes in fund balances – budget and actuals on pages 53-55, the pension schedules on pages 56-57, and OPEB schedules on pages 58-59 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

I have applied certain limited procedures to the management's discussion and analysis and the pension schedules in accordance with the auditing standards generally accepted in the United States of America, which consisted principally of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

My audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Harrisburg's basic financial statements. The schedules of revenues, expenditures and changes in fund balances – budget and actuals described above on pages 53-55 are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. The schedules of revenues, expenditures and changes in fund balances – budget and actuals have been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, the schedules of revenues, expenditures and changes in fund balances – budget and actuals are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

My audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Harrisburg's basic financial statements. The other supplementary data on pages 60-86 is presented for purposes of additional analysis and is not a required part of the basic financial statements of the City of Harrisburg.

The other supplementary data on pages 60-86 is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain other procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, other supplementary data is fairly stated in all material respects in relation to the financial statements taken as a whole.

Report on Other Legal and Regulatory Requirements

In accordance with the *Minimum Standards for Audits of Oregon Municipal Corporations*, I have issued my report dated December 19, 2021, on my consideration of the City of Harrisburg's compliance with certain provisions of laws and regulations, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules. The purpose of that report is to describe the scope of my testing of compliance and the results of that testing and not to provide an opinion on the City of Harrisburg's compliance.



Steve Tuchscherer, CPA
December 19, 2021

MANAGEMENT'S
DISCUSSION
AND ANALYSIS

CITY OF HARRISBURG
Management's Discussion and Analysis (MD&A)
For the Fiscal Year Ended June 30, 2021
Unaudited

1.

The management discussion and analysis of the City of Harrisburg, Oregon (the City) financial performance provides an overview of the City's financial activities for the fiscal year that ended June 30, 2021. The intent of this discussion and analysis is to look at the City's financial performance as a whole. Readers should also review the basic financial statements and notes to enhance their understanding of the City's financial performance.

FINANCIAL HIGHLIGHTS

Key financial highlights for the fiscal year ended June 30, 2021 are as follows:

- The City's net position increased by \$2,724,403 which represents a 19.6 percent increase from the previous year.
- Total revenue for the City was \$4,392,450. That is a 5.02 percent decrease from the previous year. General revenues accounted for \$2,538,336 of revenue, or 57.8 percent of all revenues. Program specific revenues in the form of charges for services accounted for \$1,854,114 or 42.21 percent of total revenues. Operating grants received a total \$195,950 or 4.46 percent of total revenues. There were no capital grants received this year.
- The City had \$1,668,044 in program expenses. Of the program expenses, \$258,377 was for providing water service and \$605,299 was for providing sewer service.
- The City's long-term liabilities increased \$56,629, a 0.37 percent increase from the previous year due to the issuance of a new bond, a \$326,208 increase in the net pension liability, and a decrease of \$184,572 in the bond premium for the year.
- Among the governmental funds, the General Fund had \$1,403,928 in revenues, which primarily consisted of property taxes and franchise taxes. The Street Fund had \$368,178 in revenues, which primarily consisted of intergovernmental revenues. The Harrisburg Redevelopment Agency Fund had \$496,507 in revenues, which primarily consisted of property taxes.
- Among proprietary funds, the Water Fund had \$600,906 in operating revenues, which primarily consisted of user fees. The Sewer Fund had \$755,008 in operating revenues, which primarily consisted of user fees.

OVERVIEW OF THE FINANCIAL STATEMENTS

Management's Discussion and Analysis introduces the City's basic financial statements. The basic financial statements include: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the basic financial statements. This report also includes additional supplementary information to supplement the basic financial statements.

Government-wide Financial Statements

The first of the government-wide statements is the *Statement of Net Position*. This is the City-wide statement of position presenting information that includes all of the City's assets and liabilities. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City as a whole is improving or deteriorating. Evaluation of the overall economic health of the City would extend to other non-financial factors such as the condition of buildings, and water and sewer systems facilities.

CITY OF HARRISBURG
Management's Discussion and Analysis (MD&A)
For the Fiscal Year Ended June 30, 2021
Unaudited

1.

The second government-wide statement is the *Statement of Activities* which reports how the City's net position changed during the current fiscal year. All current year revenues and expenses are included regardless of when cash is received or paid. An important purpose of the design of the *Statement of Activities* is to show the financial reliance of the City's distinct activities or functions of the City that are principally supported by user fee revenues, intergovernmental revenues from grants, and property tax revenues. The governmental activities of the City include general government activities, street construction and maintenance, police services, and providing resources for library, culture and recreation. The proprietary activities of the City include water and sewer utilities.

Fund Financial Statements

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The City uses fund accounting to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, Fund Financial Statements focus on the City's most significant funds rather than the City as a whole. Major funds are separately reported while all others are combined into a single, aggregated presentation. Individual fund data for non-major funds is provided in the form of combining and individual fund statements in a later section of this report. The City reports two types of funds:

Governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end available for spending in future periods. Unlike the government-wide financial statements, these statements report short-term fiscal accountability focusing on use of spendable resources during the year and balances of spendable resources available at the end of the fiscal year.

Since the government-wide focus includes the long-term view, comparisons between these two perspectives may provide insight into the long-term impact of short-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to government-wide statements to assist in understanding the differences between these two perspectives.

Budgetary comparison schedules are included in the basic financial statements for the General Fund, the Community and Economic Development Fund, the System Development Reserve Fund, and the Harrisburg Redevelopment Agency Fund. Budgetary comparison schedules for the other governmental funds can be found in a later section of this report. These statements and schedules demonstrate compliance with the City's adopted and final revised budget.

Proprietary funds are used to report the functions presented as business-type activities in the government-wide financial statements, only in more detail. The City maintains one type of proprietary fund - enterprise funds. The City uses enterprise funds to account for water and sewer operations. The proprietary fund financial statements provide separate information for the Water Fund and Sewer Fund. Included in the Water Fund for the Proprietary Statements on pages 20-22 is the Water System Reserve Fund. Included in the Sewer Fund is the Sewer System Reserve Fund. These statements and schedules demonstrate compliance with the City's adopted and final revised budget.

Notes to the Financial Statements

The accompanying notes to the basic financial statements provide information essential to a full understanding of the government-wide and fund financial statements. The notes to the basic financial statements begin immediately following the basic financial statements.

CITY OF HARRISBURG
Management's Discussion and Analysis (MD&A)
For the Fiscal Year Ended June 30, 2021
Unaudited

1.

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents as required supplementary information budgetary comparison statements for the General Fund, the Street Fund, the Debt Service Fund, and the Harrisburg Redevelopment Agency Fund. The required supplementary information immediately follows the notes to the financial statements.

Other supplementary data includes combining statements, individual fund statements and schedules, and other schedules. These statements and schedules immediately follow the required supplementary information in this report.

FINANCIAL ANALYSIS OF THE CITY AS A WHOLE

Recall that the Statement of Net Position provides the perspective of the City as a whole. Net position may serve over time as a useful indicator of a government's financial position.

The City's net position at fiscal year-end is \$16,609,117 this is an increase of \$2,724,031 or 19.6%.

A portion of the City's net position (65 percent) reflects its investment in capital assets (e.g., land and improvements, buildings and improvements, improvements other than buildings, vehicles, and machinery and equipment); less any related debt used to acquire those assets that are still outstanding. The City uses these capital assets to provide services to its citizens; consequently, these assets are not available for future spending.

Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The City's financial position is the product of several financial transactions including the net results of activities, the acquisition and payment of debt, the acquisition and disposal of capital assets, and the depreciation of capital assets.

CITY OF HARRISBURG
Management's Discussion and Analysis (MD&A)
For the Fiscal Year Ended June 30, 2021
Unaudited

1.

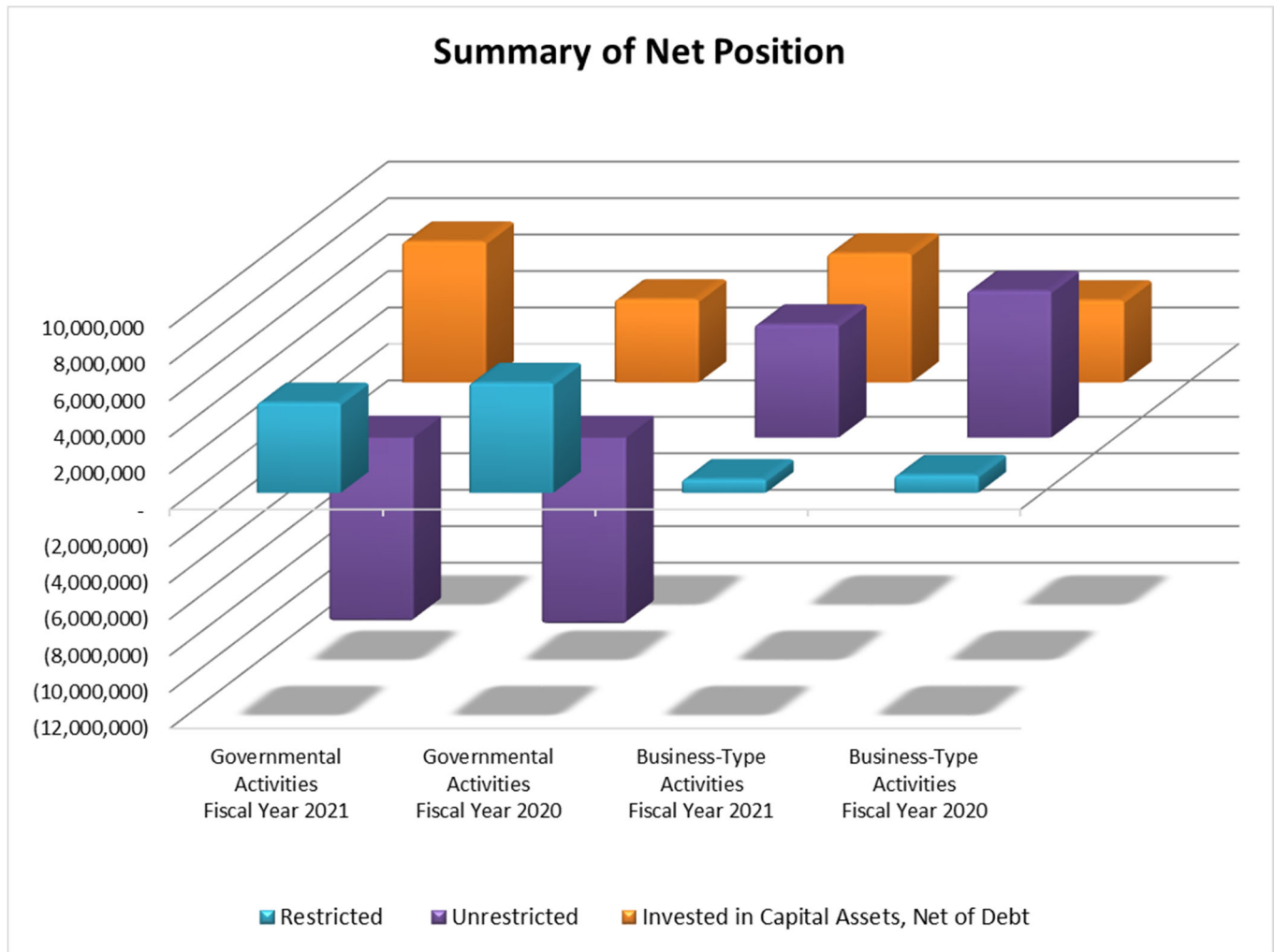
The following table provides a summary of the City's net position for the current and prior year.

	Summary of Net Position					
	Governmental Activities		Business-type Activities		Total	
	2021	2020	2021	2020	2021	2020
Assets						
Current and Other Assets	\$ 7,215,822	\$ 8,314,551	\$ 7,953,737	\$ 9,938,211	\$ 15,169,559	\$ 18,252,762
Capital Assets	7,927,093	4,867,059	9,114,625	6,593,153	17,041,718	11,460,212
Total Assets	15,142,915	13,181,610	17,068,362	16,531,364	32,211,277	29,712,974
Deferred Outflow of Resources	279,467	141,843	369,929	290,070	649,396	431,913
Liabilities						
Current Liabilities	377,547	577,146	278,452	146,097	655,999	723,243
Long-Term Liabilities	12,418,859	12,364,792	3,039,152	3,036,590	15,458,011	15,401,382
Total Liabilities	12,796,406	12,941,938	3,317,604	3,182,687	16,114,010	16,124,625
Deferred Inflow of Resources	59,703	44,494	77,781	90,993	137,484	135,487
Net Position						
Net Investment in Capital Assets	7,726,302	4,560,811	7,075,632	4,502,853	14,801,934	9,063,664
Restricted	4,951,009	6,036,493	752,594	983,812	5,703,603	7,020,305
Unrestricted	(10,111,039)	(10,260,284)	6,214,679	8,061,089	(3,896,360)	(2,199,195)
Total Net Position	\$ 2,566,272	\$ 337,020	\$ 14,042,905	\$ 13,547,754	\$ 16,609,177	\$ 13,884,774

CITY OF HARRISBURG
Management's Discussion and Analysis (MD&A)
For the Fiscal Year Ended June 30, 2021
Unaudited

1.

See the chart below to gain an understanding of the City's actual financial position and how each component relates to the activities performed.



CITY OF HARRISBURG
Management's Discussion and Analysis (MD&A)
For the Fiscal Year Ended June 30, 2021
Unaudited

1.

Changes in net position - The City's total revenues for the fiscal year ended June 30, 2021 were \$4,392,450. The total cost of all programs and services was \$1,668,044. The following table shows a comparative analysis of government-wide revenues, expenses and changes in net position.

	Summary of Changes in Net Position					
	Governmental Activities		Business-type Activities		Total	
	2020-21	2019-20	2020-21	2019-20	2020-21	2019-20
Revenues						
Program Revenues						
Charges for Services	\$ 302,250	\$ 380,250	\$ 1,355,914	\$ 1,426,039	\$1,658,164	\$1,806,289
Operating Grants and Contributions	195,950	52,169	-	-	195,950	52,169
Total Program Revenues	498,200	432,419	1,355,914	1,426,039	1,854,114	1,858,458
General Revenues						
Local Sources						
Property Taxes, Franchise Fees, &						
Public Service Taxes	2,411,802	2,432,022	-	-	2,411,802	2,432,022
Interest & Investment Earnings	37,618	160,565	88,916	173,322	126,534	333,887
Total General Revenues	2,449,420	2,592,587	88,916	173,322	2,538,336	2,765,909
Total Revenues	2,947,620	3,025,006	1,444,830	1,599,361	4,392,450	4,624,367
Program Expenses						
General Government	(519,313)	1,876,610	-	-	(519,313)	1,876,610
Public Safety	258,291	233,805	-	-	258,291	233,805
Public Works	392,316	276,697	-	-	392,316	276,697
Culture and Recreation	179,772	53,376	-	-	179,772	53,376
Urban Renewal Projects	110,257	119,166	-	-	110,257	119,166
Interest and Fees on Long-Term Debt	383,045	324,016	-	-	383,045	324,016
Utility Services						
Water Utilities	-	-	258,377	1,432,923	258,377	1,432,923
Sewer Utilities	-	-	605,299	1,152,806	605,299	1,152,806
Total Program Expenses	804,368	2,883,670	863,676	2,585,729	1,668,044	5,469,399
Transfers	86,000	(8,398,405)	(86,000)	8,398,405	-	-
Change in Net Position	\$ 2,229,252	\$(8,257,069)	\$ 495,154	\$ 7,412,037	\$2,724,406	\$ (845,032)

CITY OF HARRISBURG
Management's Discussion and Analysis (MD&A)
For the Fiscal Year Ended June 30, 2021
Unaudited

1.

The Statement of Activities shows the cost of program services and the charges for services, grants, and contributions offsetting those services. The following table shows, for governmental activity, the total cost of the four major functional activities of the City. The table also shows each function's net cost (total cost less charges for services generated by the activities and intergovernmental aid provided for specific programs). The net cost shows the financial burden that was placed on the City's taxpayers by each of these functions.

Governmental Activities

	<u>Total Cost of Services</u>		<u>Net (Cost) Profit of Services</u>	
	<u>2020-21</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2019-20</u>
General Government	\$ (519,313)	\$ 1,876,610	\$ 675,452	\$ (1,838,888)
Public Safety	258,291	233,805	(190,836)	(190,648)
Public Works	392,316	276,697	(204,512)	22,674
Culture and Recreation	179,772	53,376	(169,706)	(42,687)
Urban Renewal Projects	110,257	119,166	(33,521)	(77,686)
Interest Expense	383,045	324,016	(383,045)	(324,016)
Total Program Expenses	<u>\$ 804,368</u>	<u>\$ 2,883,670</u>	<u>\$ (306,168)</u>	<u>\$ (2,451,251)</u>

The dependence on general revenues for general government activities is apparent. For the current year, 38 percent of general government activities are supported through general revenues

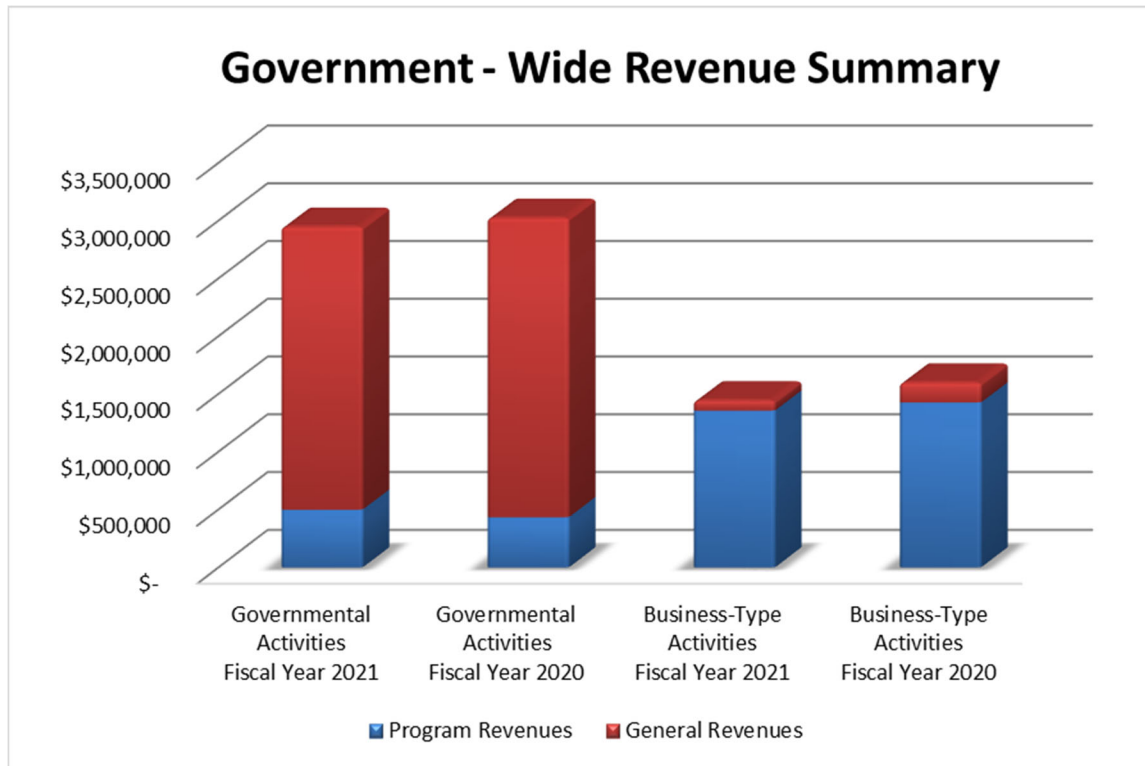
This graph represents the cost of the City's Program expenses by governmental activities.



CITY OF HARRISBURG
Management's Discussion and Analysis (MD&A)
For the Fiscal Year Ended June 30, 2021
Unaudited

1.

The following chart analyzes the revenue between governmental activities and business-type activities from prior to current year.

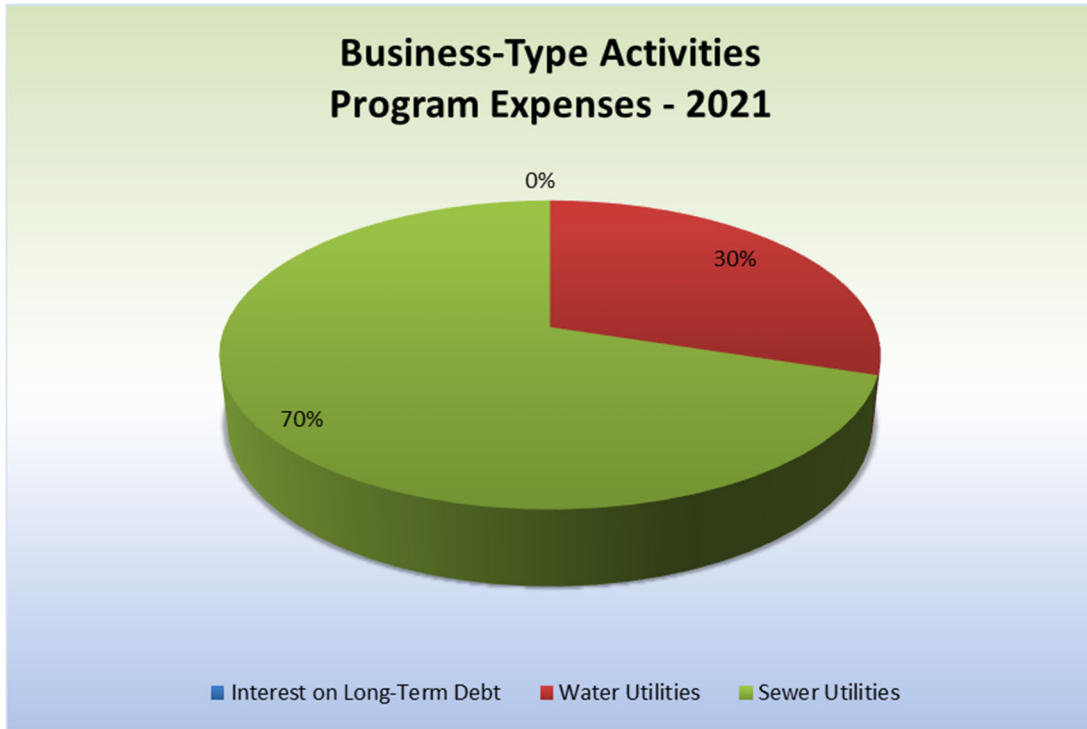


Business-Type Activities

	<u>Total Cost of Services</u>		<u>Net (Cost) Profit of Services</u>	
	<u>2020-21</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2019-20</u>
Utility Services	\$ 863,676	\$ 2,585,729	\$ 492,238	\$ (1,159,690)
Total Program Expenses	\$ 863,676	\$ 2,585,729	\$ 492,238	\$ (1,159,690)

Business type activities increased the City's net position by approximately \$495,151. Of the business-type activities, the Water and Sewer funds accounted for approximately 55% and 45% of revenues, respectively.

This graph represents the cost of the City's Program expenses by business-type activities.



FINANCIAL ANALYSIS OF THE CITY'S FUNDS

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The focus of the City's governmental funds is to provide information on short-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unreserved fund balance may serve as a useful measure of the City's net resources available for spending at the end of the fiscal year.

Governmental Funds

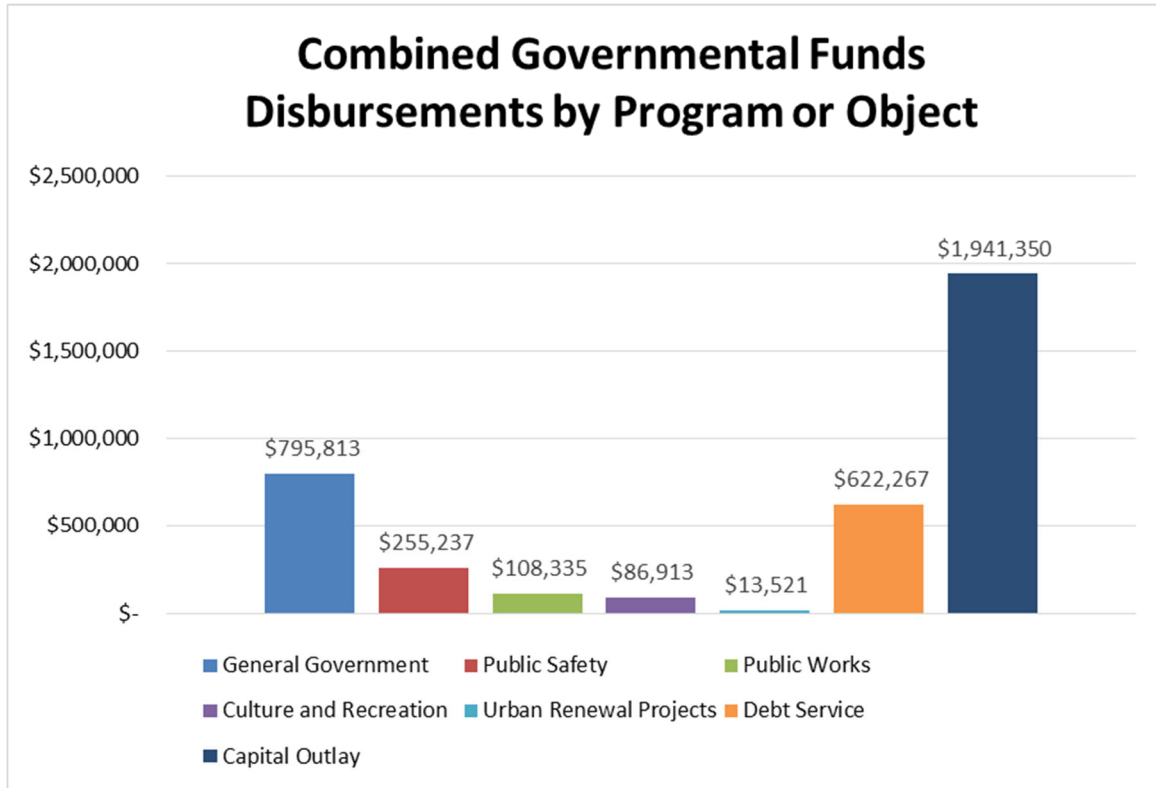
As the City completed the year, its governmental funds reported a combined fund balance of \$6,810,067, a decrease of \$958,063. The fund balance constitutes restricted, committed, assigned and unassigned amounts. Of the current fund balances, \$962,346 is restricted for public works projects, \$124,402 is restricted for debt service, \$1,888,839 is restricted for capital projects, \$1,975,422 is restricted for urban renewal projects, \$894,261 is committed for various programs, and \$964,797 is unassigned and available for spending at the City's discretion.

The General Fund is the principal operating fund of the City. At the end of the current fiscal year, unassigned fund balance of the General Fund was \$964,797, an increase of \$104,509.

CITY OF HARRISBURG
Management's Discussion and Analysis (MD&A)
For the Fiscal Year Ended June 30, 2021
Unaudited

1.

Following is a comparison of current expenditures by program of the governmental funds.



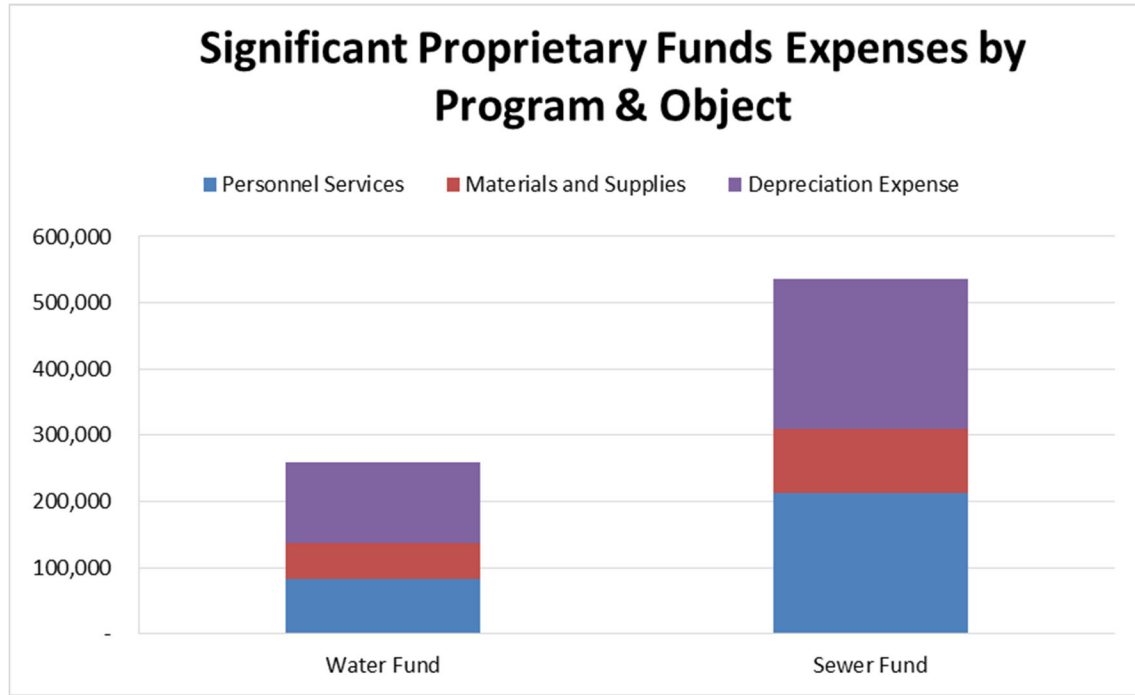
Proprietary Funds

The City's enterprise funds reported unrestricted net position of \$6,213,067, a decrease of \$1,838,672. The enterprise funds also report \$125,155 in restricted net position for debt service, \$627,439 in restricted net position for public works projects and \$7,075,632 in net position invested in capital assets, net of related debt.

CITY OF HARRISBURG
Management's Discussion and Analysis (MD&A)
For the Fiscal Year Ended June 30, 2021
Unaudited

1.

Following is a comparison of current expenses by program of the proprietary funds.



Budgetary Highlights

General Fund resources were budgeted and anticipated to be available in the amount of \$1,957,281 during the fiscal year. Actual resources of \$2,264,216 were available, \$306,935 more than budgeted. General Fund expenditures budget was under-spent by \$405,501. The ending fund balance was greater than what was budgeted by \$712,436 and more than the prior year by \$104,722.

The Water Fund balance decreased during the fiscal year and the Sewer Fund balance decreased. Both funds remained within their budgeted appropriations. The Water Fund's actual resources were more than budgeted by \$153,960. The Sewer Fund's actual resources were more than budgeted by \$159,277.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

As of June 30, 2021, the City had invested, before net reduction for accumulated depreciation, \$28,933,605 in capital assets, including buildings, land, vehicles, water and sewer utility systems, construction in progress and other equipment. This amount represents an increase of \$6,270,354 from the prior year due to additions being higher than deletions. In the governmental funds there were \$3,399,165 of additions and \$586,234 of deletions in the current year and in the enterprise funds there were \$0 of additions and \$0 of deletions.

Total depreciation expense for the year was \$688,847; of which \$339,131 is associated with general government activities, \$122,102 from water utilities, and \$227,613 from sewer utilities. Additional information on the City's capital assets can be found in the Capital Asset Note of the Notes to the Basic Financial Statements section of this report.

CITY OF HARRISBURG
Management's Discussion and Analysis (MD&A)
For the Fiscal Year Ended June 30, 2021
Unaudited

1.

Long-Term Debt

At June 30, 2021 the City had total long-term debt outstanding of \$12,495,791. Principal paid on existing debt was \$230,457, and interest paid on the debt amounted to \$512,261. Additional information on the City's long-term debt can be found in the Long-Term Debt Note of the Notes to the Basic Financial Statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES

A number of factors were considered by the City's officials during the process of developing the fiscal year 2021-22 budget. The City's budget for the fiscal year ending June 30, 2022 represents an overall increase of \$678,721 or 3.8 percent when compared with the current fiscal year.

Amounts available in the 2021-22 budget for appropriation in the General Fund are \$473,120 more than the 2020-21. Total resources are budgeted to be \$2,430,401. Most significantly, COVID relief grant proceeds were anticipated to be \$397,200.

The City is budgeting a \$104,210 or 1.2 percent decrease in total Water Fund revenues and the beginning fund balance. The City is budgeting a \$46,218 increase in Sewer Fund resources- only a 0.4 percent increase.

With the exceptions noted above, operating costs of both governmental activities and business-type activities are expected to be similar to those of the 2020-21 period.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, investors and creditors with a general overview of the City's finances and to demonstrate the City's accountability for the resources it receives.

If you have any questions about this report or need additional information, contact the City of Harrisburg City Hall at 120 Smith Street, Harrisburg, Oregon 97446.

BASIC FINANCIAL
STATEMENTS

Government -Wide
Financial Statements

CITY OF HARRISBURG
STATEMENT OF NET POSITION
For the Fiscal Year Ended June 30, 2021

	Governmental Activities	Business-Type Activities	Total
<u>ASSETS:</u>			
Current Assets:			
Cash and Investments	\$ 6,617,515	\$ 7,649,486	\$ 14,267,001
Receivables	458,181	116,956	575,137
Inventory	-	60,528	60,528
Deposits	138,916	-	138,916
Total Current Assets	7,214,612	7,826,970	15,041,582
Restricted Assets:			
Sinking Funds for Debt Service	-	125,155	125,155
Net OPEB Asset (RHIA)	1,210	1,612	2,822
Total Restricted Assets	1,210	126,767	127,977
Capital Assets:			
Land and Construction In Progress	552,262	3,551,317	4,103,579
Depreciable Assets, Net of Depreciation	7,374,831	5,563,308	12,938,139
Total Capital Assets, Net of Depreciation	7,927,093	9,114,625	17,041,718
Total Assets	15,142,915	17,068,362	32,211,277
<u>DEFERRED OUTFLOW OF RESOURCES:</u>			
Pension Related Deferrals	275,341	367,178	642,519
OPEB Related Deferrals - CIS	4,126	2,751	6,877
Total Deferred Outflows of Resources	279,467	369,929	649,396
<u>LIABILITIES:</u>			
Current Liabilities:			
Accounts Payable	103,319	153,263	256,582
Payroll Payable	37,777	-	37,777
Accrued Compensated Absences	26,517	44,418	70,935
Interest Payable	6,154	4,469	10,623
Interfund Loans Payable	-	-	-
Deposits	2,989	37,535	40,524
Current Portion of Long-Term Liabilities:			
Notes Payable	120,791	-	120,791
Bonds Payable	80,000	38,767	118,767
Total Current Liabilities	377,547	278,452	655,999
Long-Term Liabilities:			
Noncurrent Portion of Long-Term Liabilities:			
Bonds Payable (Net of unamortized premium)	11,629,052	2,000,226	13,629,278
Net Pension Liability	768,340	1,024,612	1,792,952
Net OPEB Obligation - CIS	21,467	14,314	35,781
Total Long-Term Liabilities	12,418,859	3,039,152	15,458,011
Total Liabilities	12,796,406	3,317,604	16,114,010
<u>DEFERRED INFLOW OF RESOURCES:</u>			
Pension Related Deferrals	56,953	75,948	132,901
OPEB Related Deferrals - CIS	2,750	1,833	4,583
Total Deferred Inflow of Resources	59,703	77,781	137,484
<u>NET POSITION:</u>			
Net Investment in Capital Assets	7,726,302	7,075,632	14,801,934
Restricted for:			
Debt Service	124,402	125,155	249,557
Public Works	962,346	627,439	1,589,785
Capital Projects	1,888,839	-	1,888,839
Urban Renewal Projects	1,975,422	-	1,975,422
Unrestricted	(10,111,039)	6,214,679	(3,896,360)
Total Net Position	\$ 2,566,272	\$ 14,042,905	\$ 16,609,177

The accompanying notes to the basic financial statements are an integral part of this statement.

CITY OF HARRISBURG
STATEMENT OF ACTIVITIES
For the Fiscal Year Ended June 30, 2021

		Program Revenues			Net (Expense) Revenue and Change in Net Position
	(Expenses)	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
<u>GOVERNMENTAL ACTIVITIES:</u>					
General Government	\$ (519,313)	\$ 46,991	\$ 109,148	\$ -	\$ 675,452
Public Safety	258,291	67,455	-	-	(190,836)
Public Works	392,316	187,804	-	-	(204,512)
Culture and Recreation	179,772	-	10,066	-	(169,706)
Urban Renewal Projects	110,257	-	76,736	-	(33,521)
Interest and Fees Expense	383,045	-	-	-	(383,045)
Total Governmental Activities	\$ 804,368	\$ 302,250	\$ 195,950	\$ -	\$ (306,168)
<u>BUSINESS-TYPE ACTIVITIES:</u>					
Water Utilities	\$ 258,377	\$ 600,906	\$ -	\$ -	\$ 342,529
Sewer Utilities	605,299	755,008	-	-	149,709
Total Business-type Activities	\$ 863,676	\$ 1,355,914	\$ -	\$ -	\$ 492,238
Total Primary Government	\$ 1,668,044	\$ 1,658,164	\$ 195,950	\$ -	\$ 186,070

	Governmental Activities	Business-type Activities	Total
<u>CHANGES IN NET POSITION:</u>			
Net (expense) revenue	\$ (306,168)	\$ 492,238	\$ 186,070
General Revenues:			
Property Taxes, levied for general purposes	678,078	-	678,078
Property Taxes, levied for debt service	425,912	-	425,912
Property Taxes, levied for urban renewal programs	382,028	-	382,028
Intergovernmental Tax Turnovers	473,841	-	473,841
Franchise Taxes	314,285	-	314,285
Other Taxes and Assessments	137,658	-	137,658
Interest and Investment Earnings	37,618	88,916	126,534
Subtotal - General Revenues	2,449,420	88,916	2,538,336
Interfund Transfers	86,000	(86,000)	-
Total general revenues, special items, and transfers	2,535,420	2,916	2,538,336
Change in Net Position	2,229,252	495,154	2,724,406
Net Position, July 1, 2020	337,020	13,547,751	13,884,771
Net Position, June 30, 2021	\$ 2,566,272	\$14,042,905	\$ 16,609,177

The accompanying notes to the basic financial statements are an integral part of this statement.

BASIC FINANCIAL **STATEMENTS**

Fund Financial **Statements**

CITY OF HARRISBURG**RECONCILIATION OF THE BALANCE SHEET -- GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION****For the Fiscal Year Ended June 30, 2021**

Total Fund Balances - Governmental Funds	\$ 6,810,067
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Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets used in governmental activities are not financial resources
and therefore are not reported in the governmental funds.

The cost of the assets is -	\$ 11,148,634	
The accumulated depreciation is -	<u>(3,221,541)</u>	
Net Value of Assets		7,927,093

Net OPEB and pension assets/liabilities reported in governmental activities are not financial resources and therefore are not reported in the governmental funds.	(788,597)
--	-----------

Certain receivables that will not be available to pay for current-period
expenditures are deferred in the governmental funds:

Property Taxes	52,558	
Assessments	<u>207,903</u>	
		260,461

Deferred inflows and outflows of pension contributions and earnings are
not reported in the governmental funds

Net Pension and OPEB Related Deferrals	219,764
--	---------

Interest Payable is not recorded in the governmental funds:	(6,154)
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Accrued Compensated Absences are not recorded in the governmental funds:	(26,517)
--	----------

Long-term liabilities, including bonds payable, are not due and payable in the
current period and therefore are not reported in the governmental funds.

	<u>(11,829,843)</u>
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Net Position of Governmental Activities

	<u><u>\$ 2,566,274</u></u>
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CITY OF HARRISBURG**STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES****GOVERNMENTAL FUNDS****For the Fiscal Year Ended June 30, 2021**

	Component Unit					
	Harrisburg					
	Redevelopment					
	Agency					
	Fund					
	Other					
	Governmental					
	Funds					
	Total					
	Governmental					
	Funds					
	General	Street	Debt			
	Fund	Fund	Service			
			Fund			
REVENUES:						
Taxes and Assessments	\$ 665,289	\$ 3,750	\$ 425,457	\$ 395,962	\$ 61,706	\$ 1,552,164
Intergovernmental	108,503	362,685	-	-	2,653	473,841
Franchise Taxes	314,285	-	-	-	-	314,285
Licenses & Permits	91,506	-	-	-	-	91,506
Charges for Service	-	-	-	-	96,298	96,298
Fines and Forfeitures	67,455	-	-	-	-	67,455
Investment Revenue	3,686	1,743	962	20,874	10,353	37,618
Grants	109,148	-	-	76,736	-	185,884
Other Revenue	44,056	-	-	2,935	10,066	57,057
Total Revenues	1,403,928	368,178	426,419	496,507	181,076	2,876,108
EXPENDITURES:						
Current Operating:						
General Government	747,152	-	-	-	48,661	795,813
Public Safety	255,237	-	-	-	-	255,237
Public Works	-	95,423	-	-	12,912	108,335
Culture and Recreation	15,000	-	-	-	71,913	86,913
Urban Renewal Projects	-	-	-	13,521	-	13,521
Debt Service:						
Principal	-	-	70,000	115,457	-	185,457
Interest and Fees	-	-	332,261	104,549	-	436,810
Capital Outlay	15,030	408,907	-	1,367,428	149,985	1,941,350
Total Expenditures	1,032,419	504,330	402,261	1,600,955	283,471	3,823,436
Excess (Deficiency) of Revenues Over Expenditures	371,509	(136,152)	24,158	(1,104,448)	(102,395)	(947,328)
OTHER FINANCING SOURCES (USES):						
Interfund Transfers In	-	170,000	-	-	203,000	373,000
Interfund Transfers (Out)	(267,000)	(20,000)	-	-	-	(287,000)
Special Payments	-	-	-	(96,736)	-	(96,736)
Total Other Financing Sources (Uses)	(267,000)	150,000	-	(96,736)	203,000	(10,736)
Net Change in Fund Balances	104,509	13,848	24,158	(1,201,184)	100,605	(958,064)
Fund Balances - July 1, 2020	860,288	948,498	100,244	3,176,606	2,682,495	7,768,131
Fund Balances - June 30, 2021	\$ 964,797	\$ 962,346	\$ 124,402	\$ 1,975,422	\$ 2,783,100	\$ 6,810,067

The accompanying notes to the basic financial statements are an integral part of this statement.

CITY OF HARRISBURG
RECONCILIATION OF THE STATEMENT
OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
For the Fiscal Year Ended June 30, 2021

Net Changes in Fund Balances - Total Governmental Funds \$ (958,064)

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlay as expenditures. However, in the Statement of Activities, the cost of those assets are allocated over their estimated useful lives as depreciation expense.

Expenditures for capitalized assets	\$ 3,399,165	
Less current year depreciation	<u>\$ (339,131)</u>	
		3,060,034

Some revenues will not be collected for several months after the City's fiscal year end and are therefore not considered "available" revenues in the governmental funds, instead these funds are shown as deferred revenue.

However, these funds are recorded as revenue in the Statement of Activities.

The changes in amounts deferred are as follows:

Property Taxes	<u>(690)</u>	
Assessments	<u>72,202</u>	
		71,512

Expense accruals in the governmental funds do not include all accrued interest expense payable.

The change in payables from the prior year to the current year is reconciled here.		53,765
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Changes to vacation payable are reported as a change in expenses		5,615
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Repayment of long-term debt principal amounts are expenditures in the governmental funds, but the repayment reduces long-term debt liabilities in the Statement of Net Position.

Retirement of debt principal is as follows:

Notes Payable	115,457	
General Obligations Bonds	<u>70,000</u>	
		185,457

Adjustment for pension costs on accrued basis		(189,067)
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Change in Net Position of Governmental Activities		<u>\$ 2,229,252</u>
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The accompanying notes to the basic financial statements are an integral part of this statement.

BASIC FINANCIAL **STATEMENTS**

Proprietary Fund **Financial Statements**

CITY OF HARRISBURG
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
For the Fiscal Year Ended June 30, 2021

	Water Utility	Sewer Utility	Total Enterprise Funds
<u>ASSETS:</u>			
Current Assets:			
Cash and Investments	\$ 6,888,769	\$ 760,717	\$ 7,649,486
Receivables	49,371	67,585	116,956
Inventory	55,472	5,056	60,528
Total Current Assets	6,993,612	833,358	7,826,970
Restricted Assets:			
Sinking Funds for Debt Service	-	125,155	125,155
Net OPEB Asset (RHIA)	806	806	1,612
Total Restricted Assets	806	125,961	126,767
Capital Assets:			
Land and Construction In Progress	2,543,614	1,007,703	3,551,317
Depreciable Assets, Net of Depreciation	2,035,330	3,527,978	5,563,308
Total Capital Assets	4,578,944	4,535,681	9,114,625
Total Assets	11,573,362	5,495,000	17,068,362
<u>DEFERRED OUTFLOW OF RESOURCES:</u>			
Pension Related Deferrals	183,589	183,589	367,178
OPEB Related Deferrals - CIS	2,751	-	2,751
Total Deferred Outflow of Resources	\$ 186,340	\$ 183,589	\$ 369,929
<u>LIABILITIES:</u>			
Current Liabilities:			
Accounts Payable	128,637	24,626	153,263
Accrued Compensated Absences	22,209	22,209	44,418
Interest Payable	-	4,469	4,469
Customer Deposits	19,070	18,465	37,535
Current Portion of Long-Term Liabilities:			
Bond Payable	-	38,767	38,767
Total Current Liabilities	169,916	108,536	278,452
Long-Term Liabilities:			
Noncurrent Portion of Long-Term Liabilities:			
Bonds Payable (Net of unamortized premium)	-	2,000,226	2,000,226
Net Pension Liability	512,306	512,306	1,024,612
Net OPEB Obligation - CIS	14,314	-	14,314
Total Long-Term Liabilities	526,620	2,512,532	3,039,152
Total Liabilities	696,536	2,621,068	3,317,604
<u>DEFERRED INFLOW OF RESOURCES:</u>			
Pension Related Deferrals	37,974	37,974	75,948
OPEB Related Deferrals - CIS	1,833	-	1,833
Total Deferred Inflow of Resources	\$ 39,807	\$ 37,974	\$ 77,781
<u>NET POSITION:</u>			
Net Investment in Capital Assets	4,578,944	2,496,688	7,075,632
Restricted for Debt Service	-	125,155	125,155
Restricted for Public Works	210,920	416,519	627,439
Restricted for Net Pension Asset	806	806	1,612
Unrestricted	6,232,688	(19,621)	6,213,067
Total Net Position	\$ 11,023,358	\$ 3,019,547	\$ 14,042,905

The accompanying notes to the basic financial statements are an integral part of this statement.

CITY OF HARRISBURG

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION

PROPRIETARY FUNDS

For the Fiscal Year Ended June 30, 2021

	<u>Water Utility</u>	<u>Sewer Utility</u>	<u>Total Enterprise Funds</u>
<u>OPERATING REVENUES:</u>			
Charges for Services & Fees	\$ 580,244	\$ 747,354	\$ 1,327,598
Other Revenue	20,662	7,654	28,316
Total Operating Revenues	600,906	755,008	1,355,914
<u>OPERATING EXPENSES:</u>			
Personnel Services	83,835	212,563	296,398
Materials and Supplies	52,440	96,088	148,528
Depreciation Expense	122,102	227,613	349,715
Total Operating Expenses	258,377	536,264	794,641
Operating Income (Loss)	342,529	218,744	561,273
<u>NON-OPERATING REVENUES (EXPENSES):</u>			
Investment Revenue	84,205	4,711	88,916
Interest Expense	-	(69,035)	(69,035)
Total Non-Operating Revenues (Expenses)	84,205	(64,324)	19,881
Income Before Other Revenues, Expenses, and Transfers	426,734	154,420	581,154
<u>CAPITAL CONTRIBUTIONS AND TRANSFERS:</u>			
Transfers to Other Funds	(43,000)	(43,000)	(86,000)
Total Capital Contributions and Transfers	(43,000)	(43,000)	(86,000)
Changes in Net Position	383,734	111,420	495,154
Net Position, July 1, 2020	10,639,624	2,908,127	13,547,751
Net Position, June 30, 2021	\$ 11,023,358	\$ 3,019,547	\$ 14,042,905

CITY OF HARRISBURG
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
For the Fiscal Year Ended June 30, 2021

	Water Utility	Sewer Utility	Total Enterprise Funds
<u>CASH FLOWS FROM OPERATING ACTIVITIES:</u>			
Cash Received from User Charges	\$ 608,203	\$ 759,034	\$ 1,367,237
Cash Payments for Employee Services	(77,843)	(223,615)	(301,458)
Cash Payments to Suppliers	40,296	(87,026)	(46,730)
Net Cash Provided (Used) by Operating Activities	570,656	448,393	1,019,049
<u>CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES:</u>			
Transfer to Other Funds	(43,000)	(43,000)	(86,000)
Net Cash Provided (Used) by Non-capital Financing Activities	(43,000)	(43,000)	(86,000)
<u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</u>			
Acquisition of Capital Assets	(2,331,629)	(539,558)	(2,871,187)
Principal Paid on Long Term Debt	-	(51,307)	(51,307)
Interest and Fees Paid on Long Term Debt	-	(69,142)	(69,142)
Net Cash Provided (Used) by Capital and Related Financing Activities	(2,331,629)	(660,007)	(2,991,636)
<u>CASH FLOWS FROM INVESTING ACTIVITIES:</u>			
Investment Income	84,205	4,711	88,916
Net Cash Provided (Used) by Investing Activities	84,205	4,711	88,916
Cash and Cash Equivalents at July 1, 2020	8,608,538	1,135,776	9,744,314
Cash and Cash Equivalents at June 30, 2021	\$ 6,888,770	\$ 885,873	\$ 7,774,643
<u>Reconciliation of income (loss) from operations to net cash provided (used) by operating activities:</u>			
Income (loss) from operations	\$ 342,529	\$ 218,744	\$ 561,273
Adjustments to reconcile income (loss) from operations to net cash provided (used) by operating activities:			
Depreciation	122,102	227,613	349,715
Change in assets and liabilities:			
Decrease (increase) in accounts receivable	5,117	1,946	7,063
Increase (decrease) in deposits	2,180	2,080	4,260
Increase (decrease) in payables	105,938	22,264	128,202
Increase (decrease) in pension related accounts	(7,210)	(24,254)	(31,464)
Net cash provided (used) by operating activities	\$ 570,656	\$ 448,393	\$ 1,019,049

BASIC FINANCIAL **STATEMENTS**

Notes to the Basic **Financial Statements**

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

The City of Harrisburg, Oregon (City) is a municipal corporation incorporated under the laws of the State of Oregon. The City is governed by an elected Mayor and an elected seven member council. Administration officials are appointed by the council and are responsible for the day-to-day operations of the City.

The financial statements of the City have been prepared in accordance with Generally Accepted Accounting Principles (GAAP). GAAP Statements include all relevant Governmental Accounting Standards Board (GASB) pronouncements.

The following is a summary of the more significant policies of the City:

Reporting Entity

In determining the financial reporting entity, the City of Harrisburg complies with Governmental Accounting Standards Board Statement 14 as amended, "The Financial Reporting Entity." The criteria for including organizations as component units within the City's reporting entity, include whether 1) the organization is legally separate (can sue and be sued in their own name); 2) the City holds the corporate powers of the organization; 3) the City appoints a voting majority of the organization's board; 4) the City is able to impose its will on the organization; 5) the organization has the potential to impose a financial benefit/burden on the City; and 6) there is fiscal dependency by the organization on the City. Based on the aforementioned criteria, the City of Harrisburg has one component unit, the Urban Renewal Agency.

Blended Component Unit. The City has included the financial operations of its Redevelopment Agency as a blended component unit in the basic financial statements. The Agency is a legally separate entity, which is governed by a board comprised of the members of the City Council as stipulated in the Agency's bylaws. The City Council has the ability to impose its will on the Agency as determined on the basis of budget adoption, taxing authority, and funding for the Agency. The Agency is reported as a special revenue fund and a debt service fund. Complete financial statements for the Agency can be obtained from the Finance Department of the City.

Basis of Presentation

Government-wide Statements: The statement of net position and the statement of activities display information about the City as a whole. These statements include the financial activities of the overall City. Eliminations have been made to minimize the double counting of internal activities. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. Direct expenses are those that are specifically associated with a program of function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the City.

The statement of activities demonstrates the degree to which the direct expenses of a given program are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific program. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given program and 2) operating or capital grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Net position is reported as restricted when constraints placed on net asset use are either externally restricted, imposed by creditors (such as through grantors, contributors or laws) or through constitutional provisions or enabling resolutions.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT):

Basis of Presentation (Cont.)

Fund Financial Statements: The fund financial statements provide information about the city's funds including those of a fiduciary nature, if applicable. Separate statements for each fund category – governmental and proprietary – are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining governmental funds are aggregated and reported as other governmental funds.

Governmental Funds are those funds through which most governmental functions typically are financed. The measurement focus of governmental funds is on the sources, uses and balance of current financial resources. The City reports the following major governmental funds:

General Fund - The General Fund is the main operating fund of the City. All financial resources, except those required to be accounted for in another fund, are accounted for in the General Fund. All general tax revenues and other receipts that are not restricted by law or contractual agreement to some other fund are accounted for in this fund. General operating expenditures, fixed charges and capital improvement costs that are not paid through other funds are paid from the General Fund.

Street Fund - This fund accounts for activities related to the construction and maintenance of City streets. Revenues for this fund come from state highway taxes and grants.

Debt Service Fund - This fund is used to repay debts the City has collected, including principal, interest, and other costs.

Harrisburg Redevelopment Agency Fund – This fund accounts for the General Fund revenues and expenditures of the Redevelopment Agency.

Additionally, the City also reports non-major funds within the governmental fund type.

Special Revenue Funds are used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. Non-major special revenue funds include Community & Economic Development Fund, Office Equipment Fund, Equipment Reserve Fund, Library Fund, Bike Path Reserve Fund, Storm Drain Reserve Fund, Transportation SDC Fund, Parks SDC Fund, Storm SDC Fund, Water SDC Fund, and Sewer SDC Fund.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.):

Basis of Presentation (Cont.)

Proprietary Funds are accounted for using the economic resources measurement focus and the accrual basis of accounting. The accounting objectives are determinations of net income, financial position and cash flow. All assets and liabilities are included on the Statement of Net Position. The City has presented the following major proprietary funds:

Water Fund - The Water Fund is used to account for the provision of water services to the residents of the City. Activities of the fund include administration, operations and maintenance of the water system and billing and collection activities.

Sewer Fund - The Sewer Fund is used to account for the provision of sewer services to the residents of the City. Activities of the fund include administration, operations and maintenance of the sewer system and billing and collection activities.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. Operating expenses for the proprietary funds include the cost of personal and contractual services, supplies and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Measurement Focus/Basis of Accounting

Government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Non-exchange transactions, in which the city receives value without giving equal value in exchange, include property taxes, grants, entitlements and donations. On the accrual basis of accounting revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied. Under terms of grant agreements, the city funds certain programs by a combination of specific cost-reimbursement grants and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net position available to finance the program. It is the city's policy to first apply cost-reimbursement grant resources to such programs and then general revenues.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (when they are measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collected within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period. The city considers property taxes as available if they are collected within 60 days after year-end. A one-year availability period is used for revenue recognition for all other governmental fund revenues. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt, which is recognized when the obligations are expected to be liquidated with expendable available financial resources. Property taxes, interest and special assessments are susceptible to accrual. Other receipts and taxes become measurable and available when the cash is received by the government and are recognized as revenue at that time. Entitlements and shared revenues are recorded at the time of receipt or earlier if the "susceptible to accrual" criteria are met. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met. Capital asset acquisitions are reported as expenditures in the governmental funds and proceeds from general long-term debt and acquisitions under capital leases are reported as other financing sources.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.):

Measurement Focus/Basis of Accounting (Cont.)

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the city's Sewer and Water Funds are charges to customers for sales and services. These funds also recognize fees intended to recover the cost of connecting new customers to the city's utility systems as operating revenue. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Budgeting

A budget is prepared for each city fund in accordance with the modified accrual basis of accounting and legal requirements set forth in the Oregon local budget law. The resolution authorizing appropriations for each fund sets the level by which expenditures cannot legally exceed appropriations. Total personnel services, materials and services, capital outlay, contingencies, and debt service by fund are the levels of control. The detail budget document, however, is required to contain more specific, detailed information for the above-mentioned expenditure categories. Appropriations lapse at June 30. Unexpected additional resources may be added to the budget by a supplemental budget and appropriations resolution. A supplemental budget may require hearings before the public, publications in newspapers, and approval by the city council. Original and supplemental budgets may be modified by using appropriations transfers between the levels of control. Such transfers require approval by the city council. The city does not utilize encumbrance accounting for budgeted funds.

Cash and Investments

For purposes of the statement of cash flows, cash and cash equivalents include cash on hand, checking, savings and money market accounts and any short-term, highly liquid investments with initial maturity dates of three months or less.

The City has adopted an investment policy requiring compliance with Oregon statutes, which authorizes the City to invest in obligations of the United States, the agencies and instrumentalities of the United States and the State of Oregon, and numerous other investment instruments.

The City's investments may consist of time certificates of deposit, banker's acceptances, commercial paper, U.S. Government Agency securities, and the State of Oregon Treasurer's Local Government Investment Pool (LGIP). The City's investments are reported at fair value at year-end. Changes in the fair value of investments are recorded as investment earnings. The LGIP is stated at cost, which approximates fair value. Fair value of the LGIP is the same as the City's value in the pool shares.

The Oregon State Treasury administers the LGIP. It is an open-ended, non-load diversified portfolio offered to any agency, political subdivision or public corporation of the State that by law is made the custodian of, or has control of, any fund. The LGIP is included in the Oregon Short Term Fund (OSTF) which was established by the State Treasurer.

In seeking to best serve local governments of Oregon, the Oregon legislature established the Oregon Short-Term Fund Board. The purpose of the Board is to advise the Oregon State Treasury in the management and investment options of the LGIP.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.):

Accumulated Compensated Absences

Accumulated vested vacation and compensatory pay is accrued as it is earned. For governmental funds, compensation not expected to be liquidated with the current resources are reported as liabilities in the government-wide statements and represent a reconciling item between the fund level and government-wide presentations. In business-type funds both the current and long-term liabilities are recorded. Sick pay, which does not vest, is recognized in applicable funds when leave is taken.

Receivables

Amounts due from individuals and organizations are recorded as receivables at year-end. These amounts include charges for services rendered, or for goods and material provided by the City. All receivables are expected to be collected. Accordingly, receivables are reported at the gross amount without an allowance for uncollectible accounts.

Receivables are also recognized for property taxes and intergovernmental grants. Property taxes receivable consist of uncollected taxes levied and payable at the end of the fiscal year. All taxes are considered collectible. Consequently no allowance for uncollectible taxes has been established. In the governmental fund financial statements, property taxes not collected within sixty days of the end of the fiscal year are reported as a deferred inflow or resources.

Deferred Inflows/Outflows of Resources:

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. Currently, the City has two items that qualifies for reporting in this category, deferred pension contributions and OPEB related deferrals.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City has two items that qualifies for reporting in this category, deferred earnings on pension assets and OPEB related deferrals.

In the governmental funds balance sheet, a different category of deferred inflow of resources, delinquent property tax revenue not available, is reported. Property taxes levied and considered receivable at the end of the fiscal year, but not collected within sixty days of the end of the fiscal year are reported in this category. These amounts are recognized as an inflow of resources (revenue) in the period that the amounts become available.

Inventory

Inventories are valued at cost, which approximates market value, using the first-in/first-out (FIFO) method. The costs of governmental fund-type inventories are recorded as expenditures when purchased. The costs of proprietary fund type inventories are recorded as expenditures when consumed rather than when purchased.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.):

Restricted Assets and Liabilities

Certain resources are set aside and restricted for future bond payments and the related liability; these resources are segregated in the statement of net position and are classified as restricted assets on the Statement of Net Position because their use is limited. For the fiscal year ended June 30, 2021 the City had sinking funds for debt service of \$125,155 in restricted assets.

Long-Term Debt

All bonds and capital leases to be paid from governmental and business-type resources are reported as liabilities in the government-wide financial statements. Amounts of the long-term debt due within the following fiscal year are included in the current liabilities section of the Statement of Net Position.

Long-term debt for governmental funds is not reported as a liability in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principle and interest reported as expenditures. The accounting for proprietary funds is the same in the fund financial statements as it is in the government-wide statements.

Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements and in the fund financial statements for proprietary funds. Purchased or constructed capital assets are reported at cost, or estimated cost when original cost is not available. Donated capital assets are valued at their estimated fair market value on the date received. Maintenance and repairs of capital assets that do not significantly extend the useful life of an asset are not capitalized, but rather are charged to expenditures in the funds.

Assets capitalized have an original cost of \$5,000 or more and over one year of useful life. Depreciation has been calculated on each class of depreciable property using the straight-line method.

The estimated useful lives are as follows:

Buildings and Improvements	10-50 years
Machinery and Equipment	3-20 years
Vehicles	5-10 years
Water and Sewer Systems	20-50 years
Infrastructure	25-35 years

Use of Estimates

The preparation of financial statements, in conformity with accounting principles generally accepted in the United States of America, requires management to make estimates and assumptions that affect the reported amount of assets and liabilities as well as disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.):

Equity Classifications:

Government-wide Statements and Proprietary Fund Financial Statements

Equity is classified as net position, which represents the difference between assets and liabilities, and deferred accounts. Net position is displayed in three components:

- a. Net investment in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowing that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net position - Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantor, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position - All other net position that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

The City’s policy is to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

Governmental Fund Financial Statements

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

- **Nonspendable:** This classification includes amounts that cannot be spent either because it is not in spendable form or because of legal or contractual constraints. The City did not have any nonspendable resources as of June 30, 2021.
- **Restricted:** This classification includes fund balance amounts that are constrained for specific purposes which are externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or imposed by law through constitutional provisions or enabling legislation. The City has restricted funds for public works projects, capital projects and debt service.
- **Committed:** This classification includes fund balance amounts that are constrained for specific purpose that are internally imposed by the government through resolution of the highest level of decision-making authority, the City Council, and does not lapse at year-end. The City has committed resources as of June 30, 2021.
- **Assigned:** This classification includes fund balance amounts that are intended to be used for specific purposes that are neither restricted nor committed. This intent can be expressed by the City Council or through the City Council delegating this responsibility to selected staff members or through the budgetary process. This classification also includes the remaining positive fund balance for all governmental funds except for the General Fund.
- **Unassigned:** This classification includes positive fund balance within the General Fund which has not been classified within the above-mentioned categories, and negative fund balances of other governmental funds.

The City’s policy is to use restricted fund balances first, followed by committed resources, and then assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend unassigned resources first to defer the use of the constrained fund balances.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.):

Property Taxes

The assessment date for the tax year is July 1. Personal and real property taxes are a lien on July 1. Total personal property tax becomes due and is delinquent when any installment is not paid by its due date. Real property tax is due and payable on November 15. However, a taxpayer may pay real property taxes in three equal installments, due the 15th day of November, February and May. Real property taxes become delinquent if not paid by May 15.

Inter-Fund Transactions

Quasi-external transactions are accounted for as revenues or expenditures. Transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund, are recorded as expenditures in the reimbursing fund and as reductions of expenditures in the fund that is reimbursed. All other inter-fund transactions, except quasi-external transactions and reimbursements, are reported as transfers in the fund financial statements. Nonrecurring or non-routine permanent transfers of equity are reported as residual equity transfers. All other inter-fund transfers are reported as operating transfers. For the purposes of the Statement of Activities, all interfund transfers between individual governmental funds have been eliminated.

Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Oregon Public Employees Retirement Fund (OPERF) and the Oregon Public Service Retirement Plan (OPSRP) and additions to/deductions from OPERF's and OPSRP's fiduciary net position have been determined on the same basis as they are reported by PERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

CASH AND INVESTMENTS:

For discussion of deposit and investment policies and other related information, see Cash and Investments note under the Summary of Significant Accounting Policies.

The City follows the practice of aggregating the cash assets of various funds to maximize cash management efficiency and returns. Various restrictions on deposits and investments are imposed by state statutes. These restrictions are summarized at Cash and Investments note under the Summary of Significant Accounting Policies.

Investments, including amounts held in pool cash and investments are stated at fair value. In accordance with Governmental Accounting Standards Board (GASB) Statement No. 31, Accounting and Financial Reporting for Certain Investments and for External Investment Pools, investments with a remaining maturity of more than one year at the time of purchase are stated at fair value. Fair value is determined at the quoted market prices, if available; otherwise, the fair value is estimated based on the amount at which the investment could be exchanged in a current transaction between willing parties, other than a forced liquidation sale. Investments in the State of Oregon Local Government Investment Pool (LGIP) are stated at fair value.

Deposits - All cash is deposited in compliance with Oregon statutes. The insurance and collateral requirements for deposits are established by banking regulations and Oregon law. FDIC insurance of \$250,000 applies to the deposits in each depository. ORS 295 governs the collateralization of Oregon public funds and provides the statutory requirements for the Oregon Public Funds Collateralization Program (PFCP). Where balances continually exceed \$250,000, ORS 295 requires the depositor to verify that deposit accounts are only maintained at financial institutions on the list of qualified depositories found on the state treasurer's website.

CITY OF HARRISBURG**NOTES TO THE BASIC FINANCIAL STATEMENTS**

June 30, 2021

CASH AND INVESTMENTS (Cont.):

Custodial Credit Risk for Deposits - Custodial credit risk for deposits exists when, in the event of a depository failure, the City's deposits may not be returned to it. The City does not have a deposit policy for custodial credit risk.

As of June 30, 2021, the reported amount of the City's deposits was \$399,197 and the bank balance was \$453,685. Of the bank balance, the entire amount was insured by the FDIC or covered by the collateral held in a multiple financial institutions collateral pool administered by the Oregon State Treasurer.

Investments - Oregon statutes authorize the City to invest in obligations of the U.S. Treasury and U.S. agencies, banker's acceptances, repurchase agreements, commercial paper rated A-1 by Standard & Poor's Corporation or P-1 by Moody's Commercial Paper Record, and the Local Governmental Investment Pool. The City has no credit risk policy or investment policy that would further limit its investment choices

Credit Risk - Credit risk exists when there is a possibility the issuer or other counterparty to an investment may be unable to fulfill its obligations. As of June 30, 2021, the City's investment in the Oregon State Treasurer's Local Government Investment Pool (LGIP) was unrated.

At June 30, 2021, the City's investments in financial institutions are as follows:

<u>Type of Investment</u>	<u>Fair Value</u>	<u>Credit Rating</u>
Oregon State Treasurer's Local Government Investment Pool (LGIP)	\$ 7,640,520	N/A
Total Investments	<u>\$ 7,640,520</u>	

Investments in the LGIP and federal agency notes do not require disclosure credit rating quality.

Concentration of Credit Risk - An increased risk of loss occurs as more investments are acquired from one issuer. This results in a concentration of credit risk. The City places no limit on the amount that may be invested in any one issuer. More than 5 percent of the City's investments are in the Oregon State Treasurer's Local Government Investment Pool (LGIP). This investment is 100% of the City's total investments.

RECEIVABLES:

The following is a summary of receivable balances reported on the statement of net position at June 30, 2020:

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>
Accounts, net	\$ 6,147	\$ 116,956
Assessments	207,903	-
Property Tax	59,466	-
Loans	184,665	-
Total	<u>\$ 458,181</u>	<u>\$ 116,956</u>

CITY OF HARRISBURG**NOTES TO THE BASIC FINANCIAL STATEMENTS**

June 30, 2021

CAPITAL ASSETS:

The following is a summary of capital asset activity for the fiscal year ended June 30, 2021:

Governmental Activities	Beginning Balances	Additions	Deletions	Ending Balances
Assets not being depreciated:				
Land	\$ 395,470	\$ 124,968	\$ -	\$ 520,438
Construction in Progress	618,058	-	586,234	31,824
Total	1,013,528	124,968	586,234	552,262
Assets being depreciated:				
Land Improvement	613,214	38,483	-	651,697
Building and Building Improvement	905,473	257,874	-	1,163,347
Machinery and Equipment	580,910	71,160	-	652,069
Infrastructure	4,636,343	3,492,915	-	8,129,258
Total Depreciable Assets	6,735,940	3,860,431	-	10,596,372
Less: Accumulated Depreciation				
Land Improvement	328,620	24,820	-	353,440
Building and Building Improvement	389,210	17,052	-	406,262
Machinery and Equipment	361,383	42,473	-	403,856
Infrastructure	1,803,196	254,786	-	2,057,983
Total Accumulated Depreciation	2,882,410	339,131	-	3,221,541
Net Value of Capital Assets Being Depreciated	3,853,531	3,521,300	-	7,374,831
Total Governmental Activities -- Net Value of Capital Assets	<u>\$ 4,867,059</u>	<u>\$ 3,646,268</u>	<u>\$ 586,234</u>	<u>\$ 7,927,093</u>

Depreciation expense was charged to the functions of governmental activities as follows:

General Government	\$ 22,805
Public Safety	3,054
Public Works	284,123
Culture and Recreation	29,150
Total Depreciation Expense	<u>\$ 339,131</u>

CITY OF HARRISBURG**NOTES TO THE BASIC FINANCIAL STATEMENTS**

June 30, 2021

CAPITAL ASSETS (Cont.):

Business-Type Activities	Beginning Balances	Additions	Deletions	Ending Balances
Assets not being depreciated:				
Land	\$ 533,872	\$ -	\$ -	\$ 533,872
Construction in Progress	305,553	2,711,892	-	3,017,444
Total	839,424	2,711,892	-	3,551,316
Assets being depreciated:				
Utility Systems	13,526,129	44,588	-	13,570,717
Machinery and Equipment	548,228	114,709	-	662,938
Total Depreciable Assets	14,074,358	159,297	-	14,233,655
Less: Accumulated Depreciation				
Utility Systems	7,892,014	308,688	-	8,200,702
Machinery and Equipment	428,616	41,028	-	469,644
Total Accumulated Depreciation	8,320,630	349,716	-	8,670,346
Net Value of Capital Assets Being Depreciated	5,753,727	(190,419)	-	5,563,309
Total Business-Type Activities -- Net Value of Capital Assets	\$ 6,593,152	\$ 2,521,473	\$ -	\$ 9,114,625
Total Net Value of Capital Assets of Primary Government	\$ 11,460,211	\$ 6,167,741	\$ 586,234	\$ 17,041,718

Depreciation expense was charged to the functions of business-type activities as follows:

Water	\$ 122,102
Sewer	227,613
Total Depreciation Expense	\$ 349,716

LONG-TERM DEBT:

In the following paragraphs, long-term debt information is presented separately with respect to governmental and business-type activities. The table below presents current year changes in those obligations and the current portions due for each issue.

GOVERNMENTAL ACTIVITIES:

On August 24, 2017, the City issued \$930,000 in General Obligation Refunding Bonds, Series 2017 held by US Bank with an interest rate of 3.00 to 4.00% annually and maturity in fiscal year 2039 to refinance the November 1, 2000 General Obligation Bonds held by USDA Rural Development for Water System Improvements that had an original balance of \$1,174,000 and an interest rate of 4.75.

On August 24, 2017, the City issued \$2,405,000 in Full Faith and Credit Obligations, Series 2017, entered into with US Bank for HRA development projects with an interest rate between 2% and 4%.

On September 29, 2017, the Harrisburg Redevelopment Agency issued a note with KS State Bank Government Finance Department in the amount of \$531,000 with an interest rate of 4.55%. Proceeds of the note are for private loans/grants for redevelopment projects on private property

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

LONG-TERM DEBT (Cont.):

BUSINESS-TYPE ACTIVITIES:

On August 24, 2017, the City issued \$2,065,000 in Full Faith and Credit Refunding Obligations, Series 2017, entered into with US Bank for the refinancing of USDA Revenue Bonds for Sewer Projects with an interest rate between 2% and 4%.

On August 21, 2019, the City issued General Obligation Bonds, Series 2019 to finance capital costs related to the City's water system in the amount of \$7,420,000. The Bonds are held by US Bank and carry an interest rate between 3.0% and 4.25%.

<u>Governmental Long-Term Debt</u>	Outstanding Balance July 1, 2020	Reductions/ Adjustments	Interest Paid	Outstanding Balance June 30, 2021	Due Within One Year
Bonds Payable:					
General Obligation Refunding Bond, Series 2017	\$ 830,000	\$ 35,000	\$ 30,650	\$ 795,000	\$ 35,000
Full Faith and Credit Project Bond, Series 2017 - HRA Development Projects	2,405,000	-	93,800	2,405,000	-
General Obligation Bonds, Series 2019	7,335,000	35,000	301,612	7,300,000	17,400
Total Bonds Payable	<u>10,570,000</u>	<u>70,000</u>	<u>426,062</u>	<u>10,500,000</u>	<u>52,400</u>
Notes from Direct Borrowings:					
KS State Bank Government Finance Dept. - HRA Development Loan	236,248	115,457	10,749	120,791	120,791
Total Notes from Direct Borrowings	<u>\$ 236,248</u>	<u>\$ 115,457</u>	<u>\$ 10,749</u>	<u>\$ 120,791</u>	<u>\$ 120,791</u>
Total Governmental Long-Term Debt	<u>10,806,248</u>	<u>185,457</u>	<u>436,811</u>	<u>10,620,791</u>	<u>173,191</u>
Bond Issuance Premiums	<u>1,262,317</u>	<u>53,265</u>	<u>-</u>	<u>1,209,052</u>	<u>-</u>
Governmental Long-Term Debt net of Unamortized Premiums	<u>\$ 12,068,565</u>	<u>\$ 238,722</u>	<u>\$ 436,811</u>	<u>\$ 11,829,843</u>	<u>\$ 173,191</u>
<u>Business-Type Long-Term Debt</u>	Outstanding Balance July 1, 2020	Reductions/ Adjustments	Interest Paid	Outstanding Balance June 30, 2021	Due Within One Year
Bonds Payable:					
Full Faith and Credit Refunding Bond, Series 2017	\$ 1,920,000	\$ 45,000	\$ 75,450	\$ 1,875,000	45,000
Total Bonds Payable	<u>1,920,000</u>	<u>45,000</u>	<u>75,450</u>	<u>1,875,000</u>	<u>45,000</u>
Total Business-Type Long-Term Debt	<u>1,920,000</u>	<u>45,000</u>	<u>75,450</u>	<u>1,875,000</u>	<u>45,000</u>
Bond Issuance Premiums	<u>170,300</u>	<u>6,307</u>	<u>-</u>	<u>163,993</u>	<u>-</u>
Business-Type Long-Term Debt net of Unamortized Premiums	<u>\$ 2,090,300</u>	<u>\$ 51,307</u>	<u>\$ 75,450</u>	<u>\$ 2,038,993</u>	<u>\$ 45,000</u>

CITY OF HARRISBURG**NOTES TO THE BASIC FINANCIAL STATEMENTS**

June 30, 2021

LONG-TERM DEBT (Cont.):

The debt service requirements on the above debt is as follows:

General Obligation and Full Faith and Credit Bonds:

Due Fiscal Year Ending June 30,	Principal	Interest	Total
2022	\$ 125,000	\$ 498,063	\$ 623,063
2023	255,000	493,863	748,863
2024	280,000	487,863	767,863
2025	300,000	477,013	777,013
2026	330,000	465,363	795,363
2027 - 2031	2,010,000	2,114,813	4,124,813
2032 - 2036	2,820,000	1,652,013	4,472,013
2037 - 2041	2,790,000	1,064,938	3,854,938
2042 - 2046	3,465,000	457,875	3,922,875
Total	<u>\$ 12,375,000</u>	<u>\$ 7,711,800</u>	<u>\$ 20,086,800</u>

Notes from Direct Borrowings:

Due Fiscal Year Ending June 30,	Principal	Interest	Total
2022	\$ 120,791	\$ 5,492	\$ 126,283
Total	<u>\$ 120,791</u>	<u>\$ 5,492</u>	<u>\$ 126,283</u>

The City has no unused lines of credit.

The City has no assets that are specifically pledged as collateral for any of the debt.

For further detail on debt service, see the 'Schedule of Long-Term Debt Transactions' in the Other Supplementary Data section of this report.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

PENSION PLAN:

Name of Pension Plan

The Oregon Public Employees Retirement System (OPERS) consists of a cost-sharing multiple-employer defined benefit pension plan.

Description of Benefit Terms

Plan Benefits

All benefits of the System are established by the legislature pursuant to ORS Chapters 238 and 238A.

1. Tier One/Tier Two Retirement Benefit (Chapter 238). OPERS is a defined benefit pension plan that provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to members and their beneficiaries. Benefits are established by state statute. This defined benefit pension plan portion of OPERS is closed to new members hired on or after August 29, 2003.

Pension Benefits

The OPERS retirement allowance is payable monthly for life. It may be selected from 13 retirement benefit options. These options include survivorship benefits and lump-sum refunds. The basic benefit is based on years of service and final average salary. A percentage (2.0 percent for police and fire employees, 1.67 percent for general service employees) is multiplied by the number of years of service and the final average salary. Benefits may also be calculated under either a formula plus annuity (for members who were contributing before August 21, 1981) or a money match computation if a greater benefit results.

A member is considered vested and will be eligible at minimum retirement age for a service retirement allowance if he or she has had a contribution in each of five calendar years, or has reached at least 50 years of age before ceasing employment with a participating employer (age 45 for police and fire members). General service employees may retire after reaching age 55. Police and fire members are eligible after reaching age 50. Tier One general service employee benefits are reduced if retirement occurs prior to age 58 with fewer than 30 years of service. Police and fire member benefits are reduced if retirement occurs prior to age 55 with fewer than 25 years of service. Tier Two members are eligible for full benefits at age 60. The ORS Chapter 238 Defined Benefit Pension Plan is closed to new members hired on or after August 29, 2003.

During the 2019 Legislative session, Senate Bill 1049 was approved and signed into law by the governor. Under Senate Bill 1049, several components of the bill have significantly impacted the System, and the bill continues to be implemented.

1. Employer Programs Project (effective July 1, 2019): established the Employer Incentive Fund (EIF) Program, which allows eligible employers to receive matching funds if they apply and make a qualifying deposit into a side account.
2. Salary Limit Project (effective January 1, 2020): A new \$195,000 limitation on subject salary used for PERS benefit calculations and contributions is used to determine member IAP contributions, employer contributions to fund the pension program, and the Final Average Salary (FAS) used in calculating retirement benefits under formula methods. This amount will be indexed annually to the Consumer Price Index (CPI).
3. Work After Retirement Project (effective January 1, 2020): The 1,039-hour Work After Retirement limit for all PERS retirees is removed for calendar years 2020 through 2024. If a member retires on or after normal retirement age, starting in 2020, they can work for a PERS-covered employer and continue receiving their pension benefit (without accruing any new benefits) with no hour limitations. If a member retires earlier than normal retirement age, starting in 2020, they can work for a PERS-covered employer and continue receiving their pension benefit (without accruing any new benefits) with no hour limitations if the date of their employment is more than six months after their retirement date.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

PENSION PLAN (Cont.):

4. Member Redirect Project (effective July 1, 2020): For all currently employed Tier One/Tier Two and OPSRP members earning \$2,500/month or more, a portion of their 6 percent monthly IAP contributions will be redirected to an “Employee Pension Stability Account.” The Employee Pension Stability Account will be used to pay for part of the member’s future pension benefit.
 - Tier One/Tier Two members: 2.5 percent of each member’s salary, currently contributed to the IAP, (whether paid by the member or employer) will start going into an Employee Pension Stability Account (EPSA). The remaining 3.5 percent of salary will continue to go to the member’s existing IAP account.
 - Members may voluntarily choose to make additional after-tax contributions into their IAP account to make a full, 6 percent contribution to the IAP.
5. Member Choice Project (effective January 1, 2021): IAP accounts are currently invested in Target-Date Funds based on a member’s birth year. Beginning in 2021, members may choose to invest their IAP balance in a fund that is more reflective of their risk tolerance than the default based on their age.
6. Additionally, the Legislature directed the PERS Board to enact a one-time re-amortization of Tier 1/Tier 2 UAL over 22 years. This means that, effective with the December 31, 2019 rate-setting valuation, the entire unamortized Tier 1/Tier 2 UAL for each rate pool and independent employer will be re-amortized over a 22 year period as a level percentage of projected future payroll.

Death Benefits

Upon the death of a non-retired member, the beneficiary receives a lump-sum refund of the member’s account balance (accumulated contributions and interest). In addition, the beneficiary will receive a lump-sum payment from employer funds equal to the account balance, provided one or more of the following conditions are met:

- the member was employed by an OPERS employer at the time of death,
- the member died within 120 days after termination of OPERS-covered employment,
- the member died as a result of injury sustained while employed in an OPERS-covered job, or
- the member was on an official leave of absence from an OPERS-covered job at the time of death.

Disability Benefits

A member with 10 or more years of creditable service who becomes disabled from other than duty-connected causes may receive a non-duty disability benefit. A disability resulting from a job-incurred injury or illness qualifies a member (including OPERS judge members) for disability benefits regardless of the length of OPERS-covered service. Upon qualifying for either a non-duty or duty disability, service time is computed to age 58 (55 for police and fire members) when determining the monthly benefit.

Benefit Changes After Retirement

Members may choose to continue participation in a variable equities investment account after retiring and may experience annual benefit fluctuations due to changes in the market value of equity investments.

Under ORS 238.360, monthly benefits are adjusted annually through cost-of-living changes (COLA). The COLA is capped at 2.0 percent.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

PENSION PLAN (Cont.):

2. OPSRP Defined Benefit Pension Program (OPSRP DB). The Pension Program (ORS Chapter 238A) provides benefits to members hired on or after August 29, 2003.

Pension Benefits

This portion of OPSRP provides a life pension funded by employer contributions. Benefits are calculated with the following formula for members who attain normal retirement age:

Police and fire: 1.8 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for police and fire members is age 60 or age 53 with 25 years of retirement credit. To be classified as a police and fire member, the individual must have been employed continuously as a police and fire member for at least five years immediately preceding retirement.

General service: 1.5 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for general service members is age 65, or age 58 with 30 years of retirement credit.

A member of the OPSRP Pension Program becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, and, if the pension program is terminated, the date on which termination becomes effective.

During the 2019 Legislative session, Senate Bill 1049 was approved and signed into law by the governor. Under Senate Bill 1049, several components of the bill have significantly impacted the System, and the bill continues to be implemented.

1. Employer Programs Project (effective July 1, 2019): established the Employer Incentive Fund (EIF) Program, which allows eligible employers to receive matching funds if they apply and make a qualifying deposit into a side account.
2. Salary Limit Project (effective January 1, 2020): A new \$195,000 limitation on subject salary used for PERS benefit calculations and contributions is used to determine member IAP contributions, employer contributions to fund the pension program, and the Final Average Salary (FAS) used in calculating retirement benefits under formula methods. This amount will be indexed annually to the Consumer Price Index (CPI).
3. Work After Retirement Project (effective January 1, 2020): The 1,039-hour Work After Retirement limit for all PERS retirees is removed for calendar years 2020 through 2024. If a member retires on or after normal retirement age, starting in 2020, they can work for a PERS-covered employer and continue receiving their pension benefit (without accruing any new benefits) with no hour limitations. If a member retires earlier than normal retirement age, starting in 2020, they can work for a PERS-covered employer and continue receiving their pension benefit (without accruing any new benefits) with no hour limitations if the date of their employment is more than six months after their retirement date.
4. Member Redirect Project (effective July 1, 2020): For all currently employed Tier One/Tier Two and OPSRP members earning \$2,500/month or more, a portion of their 6 percent monthly IAP contributions will be redirected to an "Employee Pension Stability Account." The Employee Pension Stability Account will be used to pay for part of the member's future pension benefit.
 - OPSRP members: 0.75 percent of each member's salary, currently contributed to the IAP, (whether paid by the member or employer) will start going into their EPSA. The remaining 5.25 percent of salary will continue to go to the member's existing IAP account.
 - Members may voluntarily choose to make additional after-tax contributions into their IAP account to make a full, 6 percent contribution to the IAP.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

PENSION PLAN (Cont.):

5. Member Choice Project (effective January 1, 2021): IAP accounts are currently invested in Target-Date Funds based on a member's birth year. Beginning in 2021, members may choose to invest their IAP balance in a fund that is more reflective of their risk tolerance than the default based on their age.

Death Benefits

Upon the death of a non-retired member, the spouse or other person who is constitutionally required to be treated in the same manner as the spouse, receives for life 50 percent of the pension that would otherwise have been paid to the deceased member.

Disability Benefits

A member who has accrued 10 or more years of retirement credits before the member becomes disabled or a member who becomes disabled due to job-related injury shall receive a disability benefit of 45 percent of the member's salary determined as of the last full month of employment before the disability occurred.

3. Individual Account Program (IAP).

Benefit Terms

The IAP is an individual account-based program under the PERS tax-qualified governmental plan as defined under ORS 238A.400.

An IAP member becomes vested on the date the employee account is established or on the date the rollover account was established. If the employer makes optional employer contributions for a member, the member becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, the date the IAP is terminated, the date the active member becomes disabled, or the date the active member dies.

Upon retirement, a member of the Individual Account Program (IAP) may receive the amounts in his or her employee account, rollover account, and vested employer account as a lump-sum payment or in equal installments over a 5-, 10-, 15-, 20-year period or an anticipated life span option.

Death Benefits

Upon the death of a non-retired member, the beneficiary receives in a lump sum the member's account balance, rollover account balance, and vested employer optional contribution account balance. If a retired member dies before the installment payments are completed, the beneficiary may receive the remaining installment payments or choose a lump-sum payment.

Recordkeeping

OPERS contracts with VOYA Financial to maintain IAP participant records.

4. Postemployment Healthcare Benefits.

ORS 238.420 established the Retirement Health Insurance Account (RHIA) and authorizes a payment of up to \$60 from RHIA toward the monthly cost of health insurance for eligible PERS members. RHIA is a cost-sharing, multiple-employer OPEB plan for 901 participating employers. The plan was closed to new entrants hired on or after August 29, 2003.

To be eligible to receive this monthly payment toward the premium costs, the member must: (1) have eight years or more of qualifying service in PERS at the time of retirement or receive a disability allowance as if the member had eight years or more of creditable service in PERS, (2) receive both Medicare Parts A and B coverage, and (3) enroll in a PERS-sponsored health plan.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

PENSION PLAN (Cont.):

Description of Funding and Contributions for PERS Benefit Plans

OPERS' funding policy provides for periodic member and employer contributions at rates established by the Public Employees Retirement Board, subject to limits set in statute. The rates established for member and employer contributions were approved based on the recommendations of the System's third-party actuary.

The District's employer contributions for the year ended June 30, 2021 were \$152,617 excluding amounts to fund employer specific liabilities. The contribution rates in effect for the period July 1, 2019 to June 30, 2021 were: Tier1/Tier2 – 23.02%, OPSRP General Service – 17.66%, and OPSRP Police and Fire Payroll – 22.29%.

Member Contributions

Beginning January 1, 2004, all member contributions, except for contributions by judge members, were placed in the OPSRP Individual Account Program (IAP). Prior to that date, all member contributions were credited to the Defined Benefit Pension Plan. Member contributions are set by statute at 6.0 or 7.0 percent of salary and are remitted by participating employers. The contributions are either deducted from member salaries or paid by the employers on the members behalf.

Employer Contributions

PERS funding policy provides for monthly employer contributions at actuarially determined rates. These contributions, expressed as a percentage of covered payroll, are intended to accumulate sufficient assets to pay benefits when due. This funding policy applies to the PERS Defined Benefit Plan and OPEB (Other Post Employment Benefit) Plans. Employer contribution rates during the period were based on the December 31, 2017, actuarial valuation, which became effective July 1, 2019. The state of Oregon and certain schools, community colleges, and political subdivisions have made supplemental unfunded actuarial liability payments, and their rates have been reduced. Effective January 1, 2020, Senate Bill 1049 required employers to pay contributions on re-employed PERS retirees' salary as if they were an active member, excluding IAP (6 percent) contributions.

For **Oregon PERS Defined Benefit Plans**, based on the actuarial valuation as of December 31, 2017, the state agencies, the judiciary, schools, and political subdivisions all had increases in employer contribution rates on July 1, 2019. These rate changes are measured against the actual average rates paid since the last rate-setting valuation. Every two years, the PERS Board adjusts contributions so that, over time, those contributions will be sufficient to fund the benefits earned, if earnings follow assumptions.

For **Oregon PERS OPSRP Benefit Plans**, all PERS employers with OPSRP Pension Program members are actuarially pooled and share the same contribution rate.

Members of OPSRP are required to contribute six percent of their salary covered under the plan which is invested in the IAP. For employees in Tier One / Tier two, the Employer makes this contribution on behalf of its members.

For **Oregon PERS Postemployment Benefit Plans**, for the fiscal year ended June 30, 2020, PERS employers contributed 0.06 percent of PERS-covered salaries for Tier One and Tier Two members to fund the normal cost portion of RHIA benefits. No UAL rate was assigned for the RHIA program as it was funded at 126.4 percent as of December 31, 2017. These rates were based on the December 31, 2017, actuarial valuation.

Employer contributions are advance-funded on an actuarially determined basis. There is no inflation assumption for RHIA postemployment benefits because the payment amount is set by statute and is not adjusted for increases in healthcare costs.

CITY OF HARRISBURG
NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

PENSION PLAN (Cont.):

ORS 238.415 established the Retiree Health Insurance Premium Account (RHIPA) and requires the Board on or before January 1 of each year to calculate the average difference between the health insurance premiums paid by retired state employees under contracts entered into by the Board and health insurance premiums paid by active state employees.

For **OPSRP Pension Program**, all OPERS employers with OPSRP Pension Program members are actuarially pooled and share the same contribution rate. Each of these rates includes a component related to disability benefits for General Service and Police and Fire members.

Pension Plan CAFR

Oregon PERS produces an independently audited CAFR which can be found at:
<https://www.oregon.gov/pers/Documents/Financials/CAFR/2020-CAFR.pdf>

Actuarial Valuations

The employer contribution rates effective July 1, 2019, through June 30, 2021, were set using the Entry Age Normal actuarial cost method.

For the Tier One/Tier Two component of the OPERS Defined Benefit Plan, this method produced an employer contribution rate consisting of (1) an amount for normal cost (the estimated amount necessary to finance benefits earned by the employees during the current service year), (2) an amount for the amortization of unfunded actuarial accrued liabilities, which are being amortized over a fixed period with new unfunded actuarial accrued liabilities being amortized over 20 years by ongoing Board policy. However, upon passage of Senate Bill 1049, the Legislature directed the PERS Board to enact a one-time re-amortization of Tier 1/Tier 2 UAL over 22 years. This means that, effective with the December 31, 2019 rate-setting valuation, the entire unamortized Tier 1/Tier 2 UAL for each rate pool and independent employer will be re-amortized over a 22 year period as a level percentage of projected future payroll.

For the OPSRP Pension Program component of the OPERS Defined Benefit Plan, this method produced an employer contribution rate consisting of (a) an amount for normal cost (the estimated amount necessary to finance benefits earned by the employees during the current service year), (b) an amount for the amortization of unfunded actuarial accrued liabilities, which are being amortized over a fixed period with new unfunded actuarial accrued liabilities being amortized over 16 years.

For the Postemployment Healthcare component, the RHIA plan fiduciary net position balance represents the program's accumulation of employer contributions and investment earnings less premium subsidies and administrative expenses. No UAL rate was assigned for the RHIA program as it was funded at 126.4 percent as of December 31, 2017. Typically, PERS employers contribute an actuarially determined percent of all PERS-covered salaries to amortize the unfunded actuarial accrued liability over a fixed period with new unfunded actuarial accrued liabilities being amortized over 10 years.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

PENSION PLAN (Cont.):

Actuarial Methods and Assumptions Used in Developing Total Pension Liability

Valuation Date	December 31, 2018
Measurement Date	June 30, 2020
Experience Study	2018, published July 24, 2019
Actuarial cost method	Entry Age Normal
Actuarial assumptions:	
Inflation rate	2.50 percent
Long-term expected rate of return	7.20 percent
Discount rate	7.20 percent
Projected salary increases	3.50 percent
Cost of living adjustments (COLA)	Blend of 2.00% COLA and graded COLA (1.25%/0.15%) in accordance with Moro decision; blend based on service.
Mortality	<p>Healthy retirees and beneficiaries: Pub-2010 Healthy Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p>Active members: Pub-2010 Employee, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p>Disabled retirees: Pub-2010 Disable Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p>

Actuarial valuations of an ongoing plan involve estimates of the value of projected benefits and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. Experience studies are performed as of December 31 of even numbered years. The methods and assumptions shown above are based on the 2018 Experience Study which reviewed experience for the four-year period ending on December 31, 2018.

Discount Rate

The discount rate used to measure the total pension liability was 7.20 percent for the Defined Benefit Pension Plan. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and those of the contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments for the Defined Benefit Pension Plan was applied to all periods of projected benefit payments to determine the total pension liability.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

PENSION PLAN (Cont.):

Depletion Date Projection

GASB 67 generally requires that a blended discount rate be used to measure the Total Pension Liability (the Actuarial Accrued Liability calculated using the Individual Entry Age Normal Cost Method). The long-term expected return on plan investments may be used to discount liabilities to the extent that the plan's Fiduciary Net Position is projected to cover benefit payments and administrative expenses. A 20-year high quality (AA/Aa or higher) municipal bond rate must be used for periods where the Fiduciary Net Position is not projected to cover benefit payments and administrative expenses. Determining the discount rate under GASB 67 will often require that the actuary perform complex projections of future benefit payments and pension plan investments. GASB 67 (paragraph 43) does allow for alternative evaluations of projected solvency, if such evaluation can reliably be made. GASB does not contemplate a specific method for making an alternative evaluation of sufficiency; it is left to professional judgment.

The following circumstances justify an alternative evaluation of sufficiency for OPERS:

- OPERS has a formal written policy to calculate an Actuarially Determined Contribution (ADC), which is articulated in the actuarial valuation report.
- The ADC is based on a closed, layered amortization period, which means that payment of the full ADC each year will bring the plan to a 100% funded position by the end of the amortization period if future experience follows assumption.
- GASB 67 specifies that the projections regarding future solvency assume that plan assets earn the assumed rate of return and there are no future changes in the plan provisions or actuarial methods and assumptions, which means that the projections would not reflect any adverse future experience which might impact the plan's funded position.

Based on these circumstances, it is our independent actuary's opinion that the detailed depletion date projections outlined in GASB 67 would clearly indicate that the Fiduciary Net Position is always projected to be sufficient to cover benefit payments and administrative expenses.

OIC Target and Actual Investment Allocation as of June 30, 2020

<u>Asset Class/Strategy</u>	<u>OIC Policy Range</u>	<u>OIC Target Allocation</u>	<u>Asset Class/Strategy</u>	<u>Actual Allocation³</u>
Debt Securities	15.0% - 25.0%	20.0%	Debt Securities	20.0%
Public Equity	27.5% - 37.5%	32.5%	Public Equity	31.8%
Real estate	9.5% - 15.5%	12.5%	Real estate	11.4%
Private Equity	14.0% - 21.0%	17.5%	Private Equity	22.9%
Alternative Equity	7.5% - 17.5%	15.0%	Alternative Equity	10.5%
Opportunity Portfolio ¹	0.0% - 3.0%	0.0%	Opportunity Portfolio	2.1%
Risk Parity ²	0.0% - 2.5%	2.5%	Risk Parity	1.3%
Total		<u>100%</u>	Total	<u>100%</u>

¹Opportunity Portfolio is an investment strategy and it may be invested up to 3% of total plan net position.

²Risk Parity is a new investment strategy added to the asset allocation mix in 2019.

³Based on the actual investment value at 6/30/2021.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

PENSION PLAN (Cont.):

Long-Term Expected Rate of Return

To develop an analytical basis for the selection of the long-term expected rate of return assumption, in May 2019 the Oregon PERS Board reviewed long-term assumptions developed by both Milliman's capital market assumptions team and the Oregon Investment Council's (OIC) investment advisors. Each asset class assumption is based on a consistent set of underlying assumptions, and includes adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model. The table below shows Milliman's assumptions for each of the asset classes in which the plan was invested at that time based on the OIC long-term target asset allocation. The OIC's description of each asset class was used to map the target allocation to the asset classes shown below.

Asset Class	Target Allocation*	Annual Arithmetic Mean	20-Year Annualized Geometric Mean	Annual Standard Deviation
Core Fixed Income	9.60%	4.14%	4.07%	3.90%
Short-Term Bonds	9.60%	3.70%	3.68%	2.10%
Bank/Leveraged Loans	3.60%	5.40%	5.19%	6.85%
High Yield Bonds	1.20%	6.13%	5.74%	9.35%
Large/Mid Cap US Equities	16.17%	7.35%	6.30%	15.50%
Small Cap US Equities	1.35%	8.35%	6.68%	19.75%
Micro Cap US Equities	1.35%	8.86%	6.79%	22.10%
Developed Foreign Equities	13.48%	8.30%	6.91%	17.95%
Emerging Foreign Equities	4.24%	10.35%	7.69%	25.35%
Non-US Small Cap Equities	1.93%	8.81%	7.25%	19.10%
Private Equity	17.50%	11.95%	8.33%	30%
Real Estate (Property)	10%	6.19%	5.55%	12%
Real Estate (REITS)	2.50%	8.29%	6.69%	21%
Hedge Fund of Funds - Diversified	1.50%	4.28%	4.06%	6.90%
Hedge Fund - Event-driven	0.38%	5.89%	5.59%	8.10%
Timber	1.13%	6.36%	5.61%	13%
Farmland	1.13%	6.87%	6.12%	13%
Infrastructure	2.25%	7.51%	6.67%	13.85%
Commodities	1.13%	5.34%	3.79%	18.70%
Assumed Inflation - Mean			2.50%	1.65%

*Based on the Oregon Investment Council's (OIC) Statement of Investment Objectives and Policy Framework for the Oregon Public Employees Retirement Fund as most recently revised on April 24, 2019

Sensitivity Analysis

The following presents the employer's proportionate share of the net pension liability calculated using the discount rate of 7.20 percent, as well as what the employer's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.20 percent) or 1-percentage-point higher (8.20 percent) than the current rate:

	1% Decrease 6.20%	Discount Rate 7.20%	1% Increase 8.20%
Employer's proportionate share of the net pension liability	\$ 2,662,383	\$ 1,792,951	\$ 1,063,891

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

PENSION PLAN (Cont.):

Changes in Assumptions

A summary of key changes implemented after the December 31, 2018 valuation, which was used in the 2020 PERS CAFR. Changes are described briefly below. Additional detail and a comprehensive list of changes in methods and assumptions can be found in the 2020 Experience Study for the System, which was published on July 20, 2021, which can be found at: <https://www.oregon.gov/pers/Documents/Financials/Actuarial/2021/2020-Experience-Study.pdf>

During the 2019 Legislative session, Senate Bill 1049 was approved and signed into law by the governor. Under Senate Bill 1049, several components of the bill have significantly impacted the System, and the bill continues to be implemented.

1. Employer Programs Project (effective July 1, 2019): established the Employer Incentive Fund (EIF) Program, which allows eligible employers to receive matching funds if they apply and make a qualifying deposit into a side account.
2. Salary Limit Project (effective January 1, 2020): A new \$195,000 limitation on subject salary used for PERS benefit calculations and contributions is used to determine member IAP contributions, employer contributions to fund the pension program, and the Final Average Salary (FAS) used in calculating retirement benefits under formula methods. This amount will be indexed annually to the Consumer Price Index (CPI).
3. Work After Retirement Project (effective January 1, 2020): The 1,039-hour Work After Retirement limit for all PERS retirees is removed for calendar years 2020 through 2024. If a member retires on or after normal retirement age, starting in 2020, they can work for a PERS-covered employer and continue receiving their pension benefit (without accruing any new benefits) with no hour limitations. If a member retires earlier than normal retirement age, starting in 2020, they can work for a PERS-covered employer and continue receiving their pension benefit (without accruing any new benefits) with no hour limitations if the date of their employment is more than six months after their retirement date.
4. Member Redirect Project (effective July 1, 2020): For all currently employed Tier One/Tier Two and OPSRP members earning \$2,500/month or more, a portion of their 6 percent monthly IAP contributions will be redirected to an "Employee Pension Stability Account." The Employee Pension Stability Account will be used to pay for part of the member's future pension benefit.
 - Tier One/Tier Two members: 2.5 percent of each member's salary, currently contributed to the IAP, (whether paid by the member or employer) will start going into an Employee Pension Stability Account (EPSA). The remaining 3.5 percent of salary will continue to go to the member's existing IAP account.
 - OPSRP members: 0.75 percent of each member's salary, currently contributed to the IAP, (whether paid by the member or employer) will start going into their EPSA. The remaining 5.25 percent of salary will continue to go to the member's existing IAP account.
 - Members may voluntarily choose to make additional after-tax contributions into their IAP account to make a full, 6 percent contribution to the IAP.
5. Member Choice Project (effective January 1, 2021): IAP accounts are currently invested in Target-Date Funds based on a member's birth year. Beginning in 2021, members may choose to invest their IAP balance in a fund that is more reflective of their risk tolerance than the default based on their age.
6. Additionally, the Legislature directed the PERS Board to enact a one-time re-amortization of Tier 1/Tier 2 UAL over 22 years. This means that, effective with the December 31, 2019 rate-setting valuation, the entire unamortized Tier 1/Tier 2 UAL for each rate pool and independent employer will be re-amortized over a 22 year period as a level percentage of projected future payroll.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

PENSION PLAN (Cont.):

Mortality Rates

A summary of the current assumed mortality rates and recommended changes is shown below:

Assumption	Recommended December 31, 2018 and 2019 Valuations	Recommended December 31, 2020 and 2021 Valuations
Healthy Annuitant Mortality	Pub-2010 Healthy Retiree, Sex Distinct, Generational Projection with Unisex Social Security Data Scale	Pub-2010 Healthy Retiree, Sex Distinct, Generational Projection with Unisex Social Security Data Scale
School District male	Teachers, no set back	Blend 80% Teachers and 20% General Employees, no set back
beneficiary)	General Employees, set back 12 months	No change
Police & Fire male	Public Safety, no set back	No change
School District female	Teachers, no set back	No change
Other female (and female beneficiary)	General Employees, no set back	No change
Police & Fire female	Public Safety, set back 12 months	No change
Disabled Retiree Mortality	Pub-2010 Disabled Retiree, Sex Distinct, Generational Projection with Unisex Social Security Data Scale	Pub-2010 Disabled Retiree, Sex Distinct, Generational Projection with Unisex Social Security Data Scale
Police & Fire male	Blended 50% Public Safety, 50% Non-Safety, no set back	No change
Other General Service male	Non-Safety, set forward 24 months	No change
Police & Fire female	Blended 50% Public Safety, 50% Non-Safety, no set back	No change
Other General Service female	Non-Safety, set forward 12 months	No change
Non-Annuitant Mortality	Pub-2010 Employee, Sex Distinct, Generational Projection with Unisex Social Security Data Scale	Pub-2010 Employee, Sex Distinct, Generational Projection with Unisex Social Security Data Scale
School District male	120% of same table and set back as Healthy Annuitant assumption	125% of same table and set back as Healthy Annuitant assumption
Other General Service male	115% of same table and set back as Healthy Annuitant assumption	No change
Police & Fire male	100% of same table and set back as Healthy Annuitant assumption	No change
School District female	100% of same table and set back as Healthy Annuitant assumption	No change
Other General Service female	125% of same table and set back as Healthy Annuitant assumption	No change
Police & Fire female	100% of same table and set back as Healthy Annuitant assumption	No change

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

PENSION PLAN (Cont.):

Changes Subsequent to the Measurement Date

There were no changes subsequent to the measurement date, other than Senate Bill 1049 which was incorporated into the 2020 CAFR Measurement, that we are aware of.

Deferred Items

Deferred items are calculated at the system-wide level and are allocated to employers based on their proportionate share. For the measurement period ending June 30, 2020, employers will report the following deferred items:

- A difference between expected and actual experience, which is being amortized over the remaining service lives of all plan participants, including retirees. One year of this amortization is included in the employer's total pension expense for the measurement period.

Employer Contributions

OPERS includes accrued contributions when due pursuant to legal requirements, as of June 30 in its Statement of Changes in Fiduciary Net Position.

Beginning with fiscal year 2016, OPERS will be able to report cash contributions and UAL side account amortization by employer, and will publish this information on the OPERS Website. Prior to fiscal year 2016, contributions to the OPSRP Defined Benefit plan were not accounted for by employer, as all employers were pooled for actuarial purposes.

Elements of Changes in Net Position

This information can be found in the Schedule of Changes in Net Pension Liability found on page 76, of the June 30, 2020 Oregon PERS CAFR.

Pension Liabilities/(Assets), Pension Expense, and Deferred Outflows and Inflows of Resources Related to Pensions

At June 30, 2021, the employer reported a liability of \$1,792,951 for its proportionate share of the net pension liability. The net pension liability/(asset) was measured as of June 30, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The employer's proportion of the net pension liability was based on a projection of the employer's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined.

CITY OF HARRISBURG**NOTES TO THE BASIC FINANCIAL STATEMENTS**

June 30, 2021

PENSION PLAN (Cont.):

At June 30, 2020, the employer's proportion was 0.00821571%.

For the year ended June 30, 2021, the employer recognized pension expense of \$389,410. On June 30, 2021, the employer reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 78,912	\$ -
Changes of assumptions	96,222	3,371
Net difference between projected and actual earnings on investments	210,828	-
Changes in proportionate share	101,510	55,801
Differences between employer contributions and employer's proportionate share of system contributions	2,430	73,729
Total Deferred Outflows/Inflows	\$ 489,902	\$ 132,901
Post-measurement date contributions	152,617	N/A
Total Deferred Outflow/(Inflow) of Resources	<u>\$ 642,519</u>	<u>\$ 132,901</u>
Net Deferred Outflow/(Inflow) of Resources prior to post-measurement date contributions		<u>357,001</u>

The City reported \$152,617 as deferred outflows of resources related to pensions resulting from employer contributions subsequent to the measurement date that will be recognized as a reduction of the net pension liability in the next fiscal year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense/(income) as follows:

Employer subsequent fiscal years	Deferred Outflow/(Inflow) of Resources (prior to post-measurement date contributions)
1st Fiscal Year	\$ 90,070
2nd Fiscal Year	111,394
3rd Fiscal Year	102,137
4th Fiscal Year	57,753
5th Fiscal Year	(4,353)
Thereafter	-
Total	<u>\$ 357,001</u>

CITY OF HARRISBURG
NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

OTHER POST-EMPLOYMENT BENEFITS (OPEB) RHIA:

Oregon Public Employees Retirement Systems' (OPERS) Retiree Health Insurance Account (RHIA)

Plan Description

The District contributes to the Oregon Public Employees Retirement Systems' (OPERS) Retiree Health Insurance Account (RHIA), a cost-sharing multiple-employer defined benefit post-employment healthcare plan administered by the Oregon Public Employees Retirement Board (OPERB). The plan, which was established under Oregon Revised Statutes 238.420, provides a payment of up to \$60 per month towards the costs of health insurance for eligible OPERS retirees. RHIA post-employment benefits are set by state statute. The plan was closed to new entrants hired on or after August 29, 2003.

To be eligible to receive this monthly payment toward the premium cost the member must: (1) have eight years or more of qualifying service in OPERS at the time of retirement or receive a disability allowance as if the member had eight years or more of creditable service in OPERS, (2) receive both Medicare Parts A and B coverage, and (3) enroll in an OPERS-sponsored health plan. A surviving spouse or dependent of a deceased OPERS retiree who was eligible to receive the subsidy is eligible to receive the subsidy if he or she (1) is receiving a retirement benefit or allowance from OPERS or (2) was insured at the time the member died and the member retired before May 1, 1991.

Employer contributions are advance-funded on an actuarially determined basis. There is no inflation assumption for RHIA postemployment benefits because the payment amount is set by statute and is not adjusted for increases in healthcare costs.

A comprehensive annual financial report of the funds administered by the OPERB may be obtained by writing to Oregon Public Employees Retirement System, P.O. Box 23700, Tigard, OR 97281-3700, by calling (503) 598-7377, or by accessing the OPERS web site at <https://www.oregon.gov/pers/EMP/Pages/Actuarial-Financial-Information.aspx>.

Funding Policy

Participating employers are contractually required to contribute at a rate assessed bi-annually by the OPERB. For the fiscal year ended June 30, 2020, state agencies contributed 0.06 and 0.18 percent of PERS-covered salaries for Tier One and Tier Two members to fund the normal cost portion of RHIA and RHIPA benefits.

No UAL rate was assigned for the RHIA program as it was funded at 126.4 percent as of December 31, 2017. Typically, PERS employers contribute an actuarially determined percent of all PERS-covered salaries to amortize the unfunded actuarial accrued liability over a fixed period with new unfunded actuarial accrued liabilities being amortized over 10 years.

Contributions

The City's contributions to OPERS' RHIA for the years ended June 30, 2021, 2020, and 2019 were \$95, \$99, and \$3,570 respectively, which equaled the required contributions for the year.

Actuarial Methods and Assumptions Used in Developing Total Pension Liability

All assumptions, methods and plan provisions used in these calculations are described in the Oregon PERS Retirement Health Insurance Account Cost Sharing Multiple Employer Other Postemployment Benefit (OPEB) Plan Schedules of Employer Allocations and OPEB Amounts by Employer report, as of and for the Year Ended June 30, 2019. That independently audited report was dated February 20, 2020 and can be found at:

<https://www.oregon.gov/PERS/EMP/Documents/GASB/2019/PERS%20GASB%2075%20RHIA%20Report%20FY%206.30.19.pdf>

CITY OF HARRISBURG**NOTES TO THE BASIC FINANCIAL STATEMENTS**

June 30, 2021

OTHER POST-EMPLOYMENT BENEFITS (OPEB) RHIA:

Actuarial Methods and Assumptions - OPEB Plans - RHIA	
Valuation Date	December 31, 2018
Measurement Date	June 30, 2020
Experience Study	2018, published July 24, 2019
Actuarial cost method	Entry Age Normal
Actuarial assumptions:	
Inflation rate	2.50 percent
Long-term expected rate of return	7.20 percent
Discount rate	7.20 percent
Projected salary increases	3.50 percent
Retiree healthcare participation	Healthy retirees: 32% Disabled retirees: 20%
Healthcare cost trend rate	Not applicable
Mortality	Healthy retirees and beneficiaries: Pub-2010 Healthy Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation. Active members: Pub-2010 Employee, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation. Disabled retirees: Pub-2010 Disable Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category

Actuarial valuations of an ongoing plan involve estimates of value of reported amounts and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. Experience studies are performed as of December 31 of even numbered years. The method and assumptions shown are based on the 2018 Experience Study which is reviewed for the four-year period ending December 31, 2018.

Discount Rate

The discount rate used to measure the total OPEB liability was 7.20 percent. The projection of cash flows used to determine the discount rate assumed that contributions from contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the RHIA plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long term expected rate of return on OPEB plan investments for the RHIA plan was applied to all periods of projected benefit payments to determine the total OPEB liability.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

OTHER POST-EMPLOYMENT BENEFITS (OPEB) RHIA:

Long-Term Expected Rate of Return

To develop an analytical basis for the selection of the long-term expected rate of return assumption, in May 2019 the PERS Board reviewed long-term assumptions developed by both Milliman's capital market assumptions team and the Oregon Investment Council's (OIC) investment advisors. Table 31 on page 74 shows Milliman's assumptions for each of the asset classes in which the plans were invested at that time based on the OIC long-term target asset allocation. The OIC's description of each asset class was used to map the target allocation to the asset classes shown on page 74. Each asset class assumption is based on a consistent set of underlying assumptions and includes adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model. For more information on the Plan's portfolio, assumed asset allocation, and the long-term expected rate of return for each major class, calculated using both arithmetic and geometric means, see Pension Plan note disclosure above or the PERS' audited financial statements at:

<https://www.oregon.gov/pers/Documents/Financials/CAFR/2020-CAFR.pdf>

Sensitivity Analysis

The following presents the employer's proportionate share of the net OPEB liability/(asset) calculated using the discount rate of 7.20 percent, as well as what the employer's proportionate share of the OPEB liability/(asset) would be if it were calculated using a discount rate that is 1-percentage-point lower (6.50 percent) or 1-percentage-point higher (8.50 percent) than the current rate:

	1% Decrease 6.20%	Discount Rate 7.20%	1% Increase 8.20%
Employer's proportionate share of the net OPEB liability	\$ (2,278)	\$ (2,822)	\$ (3,287)

OPEB Liabilities/(Assets), OPEB Expense, and Deferred Outflows and Inflows of Resources Related to OPEB

At June 30, 2021, the District reported a net OPEB RHIA liability/(asset) of \$(2,822) for its proportionate share of the net OPEB RHIA liability/(asset). The OPEB liability/(asset) was measured as of June 30, 2020, and the total OPEB RHIA liability/(asset) used to calculate the net OPEB RHIA liability/(asset) was determined by an actuarial valuation as of December 31, 2018. Consistent with GASB Statement No. 75, paragraph 59(a), The District's proportion of the net OPEB RHIA liability/(asset) is determined by comparing the employer's actual, legally required contributions made during the fiscal year to the Plan with the total actual contributions made in the fiscal year of all employers. As of the measurement date of June 30, 2020, the District's proportion was 0.00138483 percent. OPEB RHIA expense/(income) for the year ended June 30, 2021 was \$2,572

CITY OF HARRISBURG**NOTES TO THE BASIC FINANCIAL STATEMENTS**

June 30, 2021

OTHER POST-EMPLOYMENT BENEFITS (OPEB) RHIA:

At June 30, 2021, the employer had deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ -	\$ 288
Changes of assumptions	-	150
Net difference between projected and actual earnings on investments	314	-
Changes in proportionate share	5,933	56
Differences between employer contributions and employer's proportionate share of system contributions	-	-
Total Deferred Outflows/Inflows	<u>\$ 6,247</u>	<u>\$ 494</u>
Post-measurement date contributions	95	N/A
Total Deferred Outflow/(Inflow) of Resources	<u>\$ 6,342</u>	<u>\$ 494</u>
Net Deferred Outflow/(Inflow) of Resources prior to post-measurement date contributions		<u>5,753</u>

Contributions of \$95 were made subsequent to the measurement date, but prior to the end of the City's reporting period. These contributions, which are reported as deferred outflows of resources related to OPEB, will be included as a reduction of the net OPEB liability in the next fiscal year.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<u>Employer subsequent fiscal years</u>	<u>Deferred Outflow/(Inflow) of Resources (prior to post-measurement date contributions)</u>
1st Fiscal Year	\$ 2,791
2nd Fiscal Year	2,747
3rd Fiscal Year	116
4th Fiscal Year	99
5th Fiscal Year	-
Thereafter	-
Total	<u>\$ 5,753</u>

Changes Subsequent to the Measurement Date

We are not aware of any changes subsequent to the June 30, 2020 Measurement Date that meet this requirement and thus require a brief description under the GASB standard.

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

OTHER POST-EMPLOYMENT BENEFITS (OPEB) CIS:

Retiree Healthcare Insurance Premiums Subsidy

Plan Description

The City operates a single employer retiree benefit plan through the Citycounty Insurance Services that provides post-employment health, dental vision and life insurance benefits to eligible employees and their spouses. The City is required by Oregon Revised Statutes 243.303 to provide retirees and their dependents with group health insurance from the date of retirement to age 65 at the same rate provided to current employees. Premiums for retirees are tiered and based upon the premium rates available to active employees. The retiree is responsible for any portion of the premiums not paid by the Employer. In some cases, the premium itself for retirees, does not represent the full cost of medical coverage (as retirees can be expected to generate higher medical claims and therefore higher premiums than the active population). Providing the same rate to retirees as provided to current employees, raises the medical premium rates for the entire employee group. This additional cost is called the “implicit subsidy” and is required to be valued under GASB 75. This “plan” is not a stand-alone plan, and therefore, does not issue its own financial statements.

Funding Policy

When the City has retirees participating in their health insurance plan, it will, when applicable, collect insurance premiums from all retirees each month and deposit them. The City will then pay healthcare insurance premiums for all retirees at the applicable rate for each family classification.

At June 30, 2021, the City reported a net OPEB IRSP liability/(asset) of \$50,095 for its proportionate share of the net OPEB IRSP liability/(asset). The OPEB IRSP liability/(asset) was measured as of June 30, 2020, and the total OPEB IRSP liability/(asset) used to calculate the net OPEB IRSP liability/(asset) was determined by an actuarial valuation as of June 30, 2020. Consistent with GASB Statement No. 75, paragraph 59(a), The City’s proportion of the net OPEB IRSP liability/(asset) is determined by comparing the employer’s actual, legally required contributions made during the fiscal year to the Plan with the total actual contributions made in the fiscal year of all employers. As of the measurement date of June 30, 2020, the City’s OPEB IRSP expense/(income) for the year ended June 30, 2021 was \$4,883.

Actuarial Methods and Assumptions

The City engaged an actuary to perform an evaluation as of July 1, 2020 using entry age normal Actuarial Cost Method. The total OPEB IRSP liability was determined by an actuarial valuation as of the valuation date, calculated based on the discount rate and actuarial assumptions below, and was then projected forward to the measurement date:

Discount Rate	3.50%	2.21%	2.16%
Other Key Actuarial Assumptions and Methods			
Valuation date	July 1, 2020	July 1, 2020	July 1, 2020
Measurement date	June 30, 2019	June 30, 2020	June 30, 2021
Inflation	2.50%	2.50%	2.50%
Salary increases	3.50%	3.50%	3.50%
Healthy Mortality	December 31, 2019 Oregon PERS valuation. 40% of eligible employees. 60% of male members, and 35% fo females members will elect spouse coverage. 5% annual lapse rate.	December 31, 2019 Oregon PERS valuation. 40% of eligible employees. 60% of male members, and 35% fo females members will elect spouse coverage. 5% annual lapse rate.	December 31, 2019 Oregon PERS valuation. 40% of eligible employees. 60% of male members, and 35% fo females members will elect spouse coverage. 5% annual lapse rate.
Actuarial cost method	Entry Age Normal	Entry Age Normal	Entry Age Normal

CITY OF HARRISBURG

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2021

OTHER POST-EMPLOYMENT BENEFITS (OPEB) CIS (Cont.):

Discount Rate

Under GASB 75, unfunded plans must use a discount rate that reflects a 20-year tax-exempt municipal bond yield or index rate. The assumptions in this report reflect the Bond Buyer 20-Year General Obligation Bond Index. The discount rate in effect for the June 30, 2020 reporting date is 3.50%, and the discount rate in effect for the June 30, 2021 reporting date is 2.21%.

Health Care Cost Trend

The assumed medical and vision costs will increase 5.75% in the first year (July 1, 2021 premiums compared with July 1, 2020 premiums). In future years, the medical and vision cost trend varies between 5.25% and 4.00%.

Withdrawal, Retirement and Mortality Rates

They are generally using the rates adopted by the Oregon Public Employees Retirement System (OPERS) for its December 31, 2019 actuarial valuation of retirement benefits.

Election and Lapse Rates

They have assumed that a portion of future retirees and their spouses elect benefits, and that some of those later lapse (drop) from those benefits. The assumptions are based on historical data for similar benefits for other public employers in Oregon. For larger employers, they also consider specific historical experience; and for unique arrangements they consider the incentives provided by those arrangements.

OTHER POST-EMPLOYMENT BENEFITS (OPEB) CIS (Cont.):

Sensitivity Analysis

The following presents the total OPEB IRSP liability of the Plan, calculated using the disclosure discount rate as well as what the Plan's total OPEB IRSP liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate. A similar sensitivity analysis is then presented for changes in the healthcare cost trend assumption.

	1% Decrease 1.21%	Discount Rate 2.21%	1% Increase 3.21%
Total OPEB liability from Implicit Rate Subsidy	\$ 53,100	\$ 50,095	\$ 47,170
Trend Rate	1% Decrease	Trend Rate	1% Increase
Total OPEB liability from Implicit Rate Subsidy	\$ 45,189	\$ 50,095	\$ 55,841

CITY OF HARRISBURG**NOTES TO THE BASIC FINANCIAL STATEMENTS**

June 30, 2021

OTHER POST-EMPLOYMENT BENEFITS (OPEB) CIS (Cont.):**Participation**

The following table represents the number of the City's covered retiree participants:

<u>July 1, 2020</u>	<u>PERS Police & Fire</u>	<u>PERS General Service</u>	<u>Total</u>
Number of Members			
Active	0	12	12
Retired Members	0	0	0
Spouses of Ineligible Retirees	0	1	1
Total Participants	0	13	13
Spouses of Eligible Retirees	0	0	0

Changes in Net OPEB IRSP Liability

<u>Changes in Total OPEB Liability</u>	<u>Increase (Decrease) Total OPEB Liability</u>	<u>Fiduciary Net Position</u>	<u>Net Pension Liability</u>
Balance as of June 30, 2020	\$ 48,416	\$ -	\$ 48,416
Changes for the year:			
Service Cost	2,663		2,663
Interest	1,676		1,676
Effect of changes to benefit terms	-		-
Effect of economic/ demographic gains or losses	-		-
Effect of assumptions or other inputs	3,756		3,756
Employer Contributions		-	-
Benefit payments	(6,416)	-	(6,416)
Net OPEB Liability at June 30, 2021	\$ 50,095	\$ -	\$ 50,095

CITY OF HARRISBURG**NOTES TO THE BASIC FINANCIAL STATEMENTS**

June 30, 2021

OTHER POST-EMPLOYMENT BENEFITS (OPEB) CIS (Cont.):**Components of OPEB IRSP Expense**

OPEB Expense	July 1, 2020 to June 30, 2021
Service cost	2,663
Interest on total OPEB liability	1,676
Effect of plan changes	
Recognition of Deferred (Inflows)/Outflows of Resources	-
Recognition of economic/demographic (gains) or losses	-
Recognition of assumption changes	544
Administrative Expense	n/a*
OPEB Expense	\$ 4,883

Schedule of Deferred Inflows and Outflows of Resources

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ 6,416
Changes of assumptions or inputs	3,212	-
Benefit Payments	6,416	-
Changes in proportionate share	-	-
Differences between employer contributions and employer's proportionate share of system contributions	-	-
Total Deferred Outflow/(Inflow) of Resources	<u>\$ 9,628</u>	<u>\$ 6,416</u>
Net Deferred Outflow/(Inflow) of Resources		<u>3,212</u>

Other amounts currently reported as deferred outflows of resources and deferred inflows of resources related to other postemployment benefits will be recognized in OPEB expense as follows:

Employer subsequent fiscal years	Deferred Outflow/(Inflow) of Resources (prior to post-measurement date contributions)
1st Fiscal Year	\$ 544
2nd Fiscal Year	544
3rd Fiscal Year	544
4th Fiscal Year	544
5th Fiscal Year	544
Thereafter	492
Total	<u>\$ 3,212</u>

CITY OF HARRISBURG**NOTES TO THE BASIC FINANCIAL STATEMENTS**

June 30, 2021

CONTINGENT LIABILITIES:

Amounts received or receivable from grantor agencies are subject to review and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the City expects such amount, if any, to be immaterial.

The City of Harrisburg has elected the "reimbursement" basis for unemployment claims to the State of Oregon Department of Human Resources Employment Division. If a terminated employee collects unemployment compensation based upon earnings from the City, the City will be required to reimburse the State of Oregon for the amount of unemployment compensation paid. Amounts billed by the State of Oregon are charged to expenditures, but amounts for which the City is potentially liable as a result of claims not yet filed are unknown.

RISK MANAGEMENT:

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City is a member of City-County Insurance Services (CIS), a public entity risk pool currently operating a common risk management and insurance program. The City pays an annual premium to CIS for insurance coverage.

Based on the experience of the City and pool, the City may be liable for an additional premium of up to approximately 20% of its initial premium or it may receive a refund. The City has never had to pay an additional premium. Predetermined limits and deductible amounts are stated in the policy. There have been no significant reductions in coverage from the prior years and settlements have not exceeded insurance coverage in the past three years.

INTERFUND TRANSFERS:

Interfund transfers for the year ended June 30, 2021 were as follows:

	Transfers Out	Transfers In
General Fund	\$ 267,000	-
Library Fund	-	82,000
Office Equipment Fund	-	61,000
Equipment Reserve Fund	-	60,000
Sewer Fund	43,000	-
Street Fund	20,000	170,000
Water Fund	43,000	-
Total	<u>\$ 373,000</u>	<u>\$ 373,000</u>

These transfers occur on a routine basis and are used by the recipient funds for the normal operations of the funds.

REQUIRED
SUPPLEMENTARY
INFORMATION

CITY OF HARRISBURG

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

GENERAL FUND

For the Fiscal Year Ended June 30, 2021

	Budgeted Amounts		Actual Amounts (Budgetary Basis) (See Note 1)	Variance with Final Budget Over (Under)
	Original	Final		
<u>REVENUES:</u>				
Taxes and Assessments	\$ 609,451	\$ 609,451	\$ 665,289	\$ 55,838
Intergovernmental	112,800	112,800	108,503	(4,297)
Franchise Fees	340,380	340,380	314,285	(26,095)
Licenses and Permits	66,500	66,500	91,506	25,006
Fines and Forfeitures	30,100	30,100	67,455	37,355
Investment Revenue	19,000	19,000	3,686	(15,314)
Grants	90,000	90,000	109,148	19,148
Other Revenue	6,750	6,750	44,056	37,306
Total Revenues	1,274,981	1,274,981	1,403,928	128,947
<u>EXPENDITURES:</u>				
Personnel Services	498,019	498,019	420,722	(77,297)
Materials and Services	694,173	694,173	581,667	(112,506)
Capital Outlay	40,000	40,000	15,030	(24,970)
Contingency	190,728	190,728	-	(190,728)
Total Expenditures	1,422,920	1,422,920	1,017,419	(405,501)
Excess (Deficiency) of Revenues Over Expenditures	(147,939)	(147,939)	386,509	534,448
<u>OTHER FINANCING SOURCES / (USES):</u>				
Operating Transfer (Out)	(267,000)	(267,000)	(267,000)	-
Special Payments	(15,000)	(15,000)	(15,000)	-
Total Other Financing Sources (Uses)	(282,000)	(282,000)	(282,000)	-
Net Change in Fund Balance	(429,939)	(429,939)	104,509	534,448
Fund Balance - July 1, 2020	682,300	682,300	860,288	177,988
Fund Balance - June 30, 2021	\$ 252,361	\$ 252,361	\$ 964,797	\$ 712,436

CITY OF HARRISBURG

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual STREET FUND

For the Fiscal Year Ended June 30, 2021

	Budgeted Amounts		Actual Amounts (Budgetary Basis) (See Note 1)	Variance with Final Budget Over (Under)
	Original	Final		
<u>REVENUES:</u>				
Taxes and Assessments	\$ 436	\$ 436	\$ 3,750	\$ 3,314
Intergovernmental	806,000	806,000	362,685	(443,315)
Investment Revenue	16,500	16,500	1,743	(14,757)
Miscellaneous Revenue	200	200	-	(200)
Total Revenues	823,136	823,136	368,178	(454,958)
<u>EXPENDITURES:</u>				
Personnel Services	44,731	44,731	40,406	(4,325)
Materials and Services	89,100	89,100	55,017	(34,083)
Capital Outlay	1,226,000	1,226,000	408,907	(817,093)
Contingency	78,007	78,007	-	(78,007)
Total Expenditures	1,437,838	1,437,838	504,330	(933,508)
Excess (Deficiency) of Revenues Over Expenditures	(614,702)	(614,702)	(136,152)	478,550
<u>OTHER FINANCING SOURCES / (USES):</u>				
Operating Transfer In	170,000	170,000	170,000	-
Operating Transfer Out	(20,000)	(20,000)	(20,000)	-
Total Other Financing Sources (Uses)	150,000	150,000	150,000	-
Net Change In Fund Balance	(464,702)	(464,702)	13,848	478,550
Fund Balance - July 1, 2020	567,000	567,000	948,498	381,498
Fund Balance - June 30, 2021	\$ 102,298	\$ 102,298	\$ 962,346	\$ 860,048

CITY OF HARRISBURG

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

HARRISBURG REDEVELOPMENT AGENCY FUND - A COMPONENT UNIT

For the Fiscal Year Ended June 30, 2021

	Budgeted Amounts		Actual Amounts (Budgetary Basis) (See Note 1)	Variance with Final Budget Over (Under)
	Original	Final		
<u>REVENUES:</u>				
Taxes and Assessments	\$ 283,040	\$ 283,040	\$ 395,962	\$ 112,922
Investment Revenue	65,000	65,000	20,874	(44,126)
Grants	100,000	100,000	76,736	(23,264)
Other Revenue	-	-	2,935	2,935
Total Revenues	448,040	448,040	496,507	48,467
<u>EXPENDITURES:</u>				
Materials and Supplies	19,200	19,200	13,521	(5,679)
Capital Outlay	3,055,946	3,055,946	1,367,428	(1,688,518)
Debt Service				
Principal	115,500	115,500	115,457	(43)
Interest and Fees	104,550	104,550	104,549	(1)
Total Expenditures	3,295,196	3,295,196	1,600,955	(1,694,241)
Excess (Deficiency) of Revenues Over Expenditures	(2,847,156)	(2,847,156)	(1,104,448)	1,742,708
<u>OTHER FINANCING SOURCES / (USES):</u>				
Special Payments	(100,000)	(100,000)	(126,736)	(26,736)
Loan Proceeds	-	-	12,232	12,232
Total Other Financing Sources	(100,000)	(100,000)	(114,504)	(14,504)
Net Change In Fund Balance	(2,947,156)	(2,947,156)	(1,218,952)	1,728,204
Fund Balance - July 1, 2020	2,934,000	2,934,000	3,009,709	75,709
Fund Balance - June 30, 2021	\$ (13,156)	\$ (13,156)	\$ 1,790,757	\$ 1,803,913

CITY OF HARRISBURG**SCHEDULE OF PROPORTIONATE SHARE OF THE
NET PENSION LIABILITY
PERS****Last 10 Fiscal Years ***

Measurement Date June 30,	(a) Employer's proportion of the net pension liability (asset)	(b) Employer's proportionate share of the net pension liability (asset)	(c) Employer's covered payroll	(b/c) Employer's proportionate share of the net pension liability (asset) as a percentage of its covered payroll	Plan fiduciary net position as a percentage of the total pension liability
2021	0.00821571%	\$ 1,792,951	\$ 537,113	333.81%	75.8%
2020	0.00847946%	1,466,744	651,070	225.28%	80.2%
2019	0.00745724%	1,129,674	797,117	141.72%	82.1%
2018	0.00781471%	1,053,426	875,307	120.35%	83.1%
2017	0.00647747%	972,419	805,323	120.75%	91.9%
2016	0.00896029%	514,452	800,417	64.27%	91.9%
2015	0.00955061%	(216,485)	833,570	-25.97%	103.6%
2014	0.00955061%	\$ 487,382	\$ 833,570	58.47%	92.0%

*This schedule is presented to illustrate the requirement to show information for 10 years. However the full 10-year trend will be presented for those years for which information is available

CITY OF HARRISBURG
SCHEDULE OF EMPLOYER CONTRIBUTIONS
PERS
Last 10 Fiscal Years

Year Ended June 30,	(a) Contractually required contribution	(b) Contributions in relation to the contractually required contribution	(a-b) Contribution deficiency (excess)	(c) Employer's covered payroll	(b/c) Contributions as a percent of covered payroll
2021	\$ 152,617	\$ 152,617	\$ -	\$ 537,113	28.41%
2020	124,178	124,178	-	651,070	19.07%
2019	114,355	114,355	-	797,117	14.35%
2018	107,405	107,405	-	875,307	15.33%
2017	123,456	123,456	-	805,323	15.33%
2016	122,704	122,704	-	800,417	12.27%
2015	102,279	102,279	-	833,570	12.27%
2014	143,030	143,030	-	1,165,689	12.12%
2013	119,316	119,316	-	984,455	12.12%
2012	\$ 114,457	\$ 114,457	\$ -	\$ 944,365	10.73%

CITY OF HARRISBURG

SCHEDULE OF PROPORTIONATE SHARE OF THE NET OPEB LIABILITY OPEB RHIA

Last 10 Fiscal Years*

Measurement Date June 30,	(a) Employer's proportion of the net OPEB liability (asset)	(b) Employer's proportionate share of the net OPEB liability (asset)	(c) Employer's covered payroll	(b/c) Employer's proportionate share of the net OPEB liability (asset) as a percentage of its covered payroll	Plan fiduciary net position as a percentage of the total OPEB liability
2021	0.00138483%	\$ (2,822)	\$ 537,113	-0.53%	150.1%
2020	0.00720404%	(13,921)	651,070	-0.99%	144.4%
2019	0.00703468%	(7,853)	797,117	-0.99%	124.0%
2018	0.00662924%	(2,767)	875,307	-0.32%	108.9%
2017	0.00709781%	\$ 1,927	\$ 805,323	0.24%	94.2%

*This schedule is presented to illustrate the requirement to show information for 10 years. However the full 10-year trend will be presented for those years for which information is available

CITY OF HARRISBURG**SCHEDULE OF EMPLOYER CONTRIBUTIONS****OPEB RHIA****Last 10 Fiscal Years***

Year Ended June 30,	(a) Contractually required contribution	(b) Contributions in relation to the contractually required contribution	(a-b) Contribution deficiency (excess)	(c) Employer's covered employee payroll	(b/c) Contributions as a percent of covered payroll
2021	\$ 95	\$ 95	\$ -	\$ 537,113	0.02%
2020	99	99	-	651,070	0.02%
2019	3,570	3,570	-	797,117	0.45%
2018	3,406	3,406	-	875,307	0.39%
2017	3,324	3,324	-	805,323	0.41%
2016	3,282	3,282	-	800,417	0.41%
2015	\$ 2,736	\$ 2,736	\$ -	\$ 833,570	0.33%

*This schedule is presented to illustrate the requirement to show information for 10 years. However the full 10-year trend will be presented for those years for which information is available

OTHER
SUPPLEMENTARY
DATA

Debt Service
Fund

CITY OF HARRISBURG

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

DEBT SERVICE FUND (A Major Fund)

For the Fiscal Year Ended June 30, 2021

	Budgeted Amounts		Actual Amounts (Budgetary Basis) (See Note 1)	Variance with Final Budget Over (Under)
	Original	Final		
<u>REVENUES:</u>				
Taxes and Assessments	\$ 404,450	\$ 404,450	\$ 425,457	\$ 21,007
Investment Revenue	5,000	5,000	962	(4,038)
Total Revenues	409,450	409,450	426,419	16,969
<u>EXPENDITURES:</u>				
Debt Service				
Principal	70,100	70,100	70,000	(100)
Interest and Fees	332,350	332,350	332,261	(89)
Total Expenditures	402,450	402,450	402,261	(189)
Net Change In Fund Balance	7,000	7,000	24,158	17,158
Fund Balance - July 1, 2020	88,370	88,370	100,244	11,874
Fund Balance - June 30, 2021	\$ 95,370	\$ 95,370	\$ 124,402	\$ 29,032

OTHER
SUPPLEMENTARY
DATA

Proprietary Funds
Water

CITY OF HARRISBURG
COMBINING STATEMENT OF NET POSITION
WATER FUNDS

For the Fiscal Year Ended June 30, 2021

	<u>Water Fund</u>	<u>Water Reserve Fund</u>	<u>Total Water Utility</u>
<u>ASSETS:</u>			
Current Assets:			
Cash and Investments	\$ 6,677,849	\$ 210,920	\$ 6,888,769
Accounts Receivable	49,371	-	49,371
Inventory	55,472	-	55,472
Total Current Assets	6,782,692	210,920	6,993,612
Non-Current Assets:			
Net OPEB Asset (RHIA)	806	-	806
Capital Assets:			
Land and Construction In Progress	2,543,614	-	2,543,614
Capital Assets, Net of Depreciation	2,035,330	-	2,035,330
Total Capital Assets	4,578,944	-	4,578,944
Total Assets	\$ 11,362,442	\$ 210,920	\$ 11,573,362
<u>DEFERRED OUTFLOW OF RESOURCES:</u>			
Pension Related Deferrals	183,589	-	183,589
OPEB Related Deferrals - CIS	2,751	-	2,751
Total Deferred Outflow of Resources	\$ 186,340	\$ -	\$ 186,340
<u>LIABILITIES:</u>			
Current Liabilities:			
Accounts Payable	\$ 128,637	\$ -	\$ 128,637
Compensated Absences Payable	22,209	-	22,209
Customer Deposits	19,070	-	19,070
Total Current Liabilities	169,916	-	169,916
Long-Term Liabilities:			
Net Pension Liability	512,306	-	512,306
Net OPEB Obligation - CIS	14,314	-	14,314
Total Long-Term Liabilities	526,620	-	526,620
Total Liabilities	\$ 696,536	\$ -	\$ 696,536
<u>DEFERRED INFLOW OF RESOURCES:</u>			
Pension Related Deferrals	37,974	-	37,974
OPEB Related Deferrals - CIS	1,833	-	1,833
Total Deferred Inflow of Resources	\$ 39,807	\$ -	\$ 39,807
<u>NET POSITION:</u>			
Net Investment in Capital Assets	\$ 4,578,944	\$ -	\$ 4,578,944
Restricted for:			
Capital Projects	-	210,920	210,920
Net Pension Asset	806	-	806
Unrestricted	6,232,688	-	6,232,688
Total Net Position	\$ 10,812,438	\$ 210,920	\$ 11,023,358

CITY OF HARRISBURG

Combining Statement of Revenues, Expenses, and Changes in Net Position

WATER FUNDS

For the Fiscal Year Ended June 30, 2021

	<u>Water Fund</u>	<u>Water Reserve Fund</u>	<u>Total Water Utility</u>
<u>OPERATING REVENUES:</u>			
Charges for Services:			
Water Charges	\$ 580,244	\$ -	\$ 580,244
Other Revenue	20,662	-	20,662
Total Operating Revenues	600,906	-	600,906
<u>OPERATING EXPENSES:</u>			
Personnel Services	83,835	-	83,835
Materials and Supplies	30,853	21,587	52,440
Depreciation	122,102	-	122,102
Total Operating Expenses	236,790	21,587	258,377
Operating Income (Loss)	364,116	(21,587)	342,529
<u>NON-OPERATING REVENUES (EXPENSES):</u>			
Interest Income	83,243	962	84,205
Total Non-Operating Revenues (Expenses)	83,243	962	84,205
Income Before Other Revenues, Expenses, and Transfers	447,359	(20,625)	426,734
<u>CAPITAL CONTRIBUTIONS AND TRANSFERS:</u>			
Transfers (Out)	(43,000)	-	(43,000)
Total Capital Contributions and Transfers	(43,000)	-	(43,000)
Change in Net Position	404,359	(20,625)	383,734
Net Position, July 1, 2020	10,408,079	231,545	10,639,624
Net Position, June 30, 2021	\$10,812,438	\$ 210,920	\$11,023,358

CITY OF HARRISBURG

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

WATER FUND

For the Fiscal Year Ended June 30, 2021

	<u>Budgeted Amounts</u>		Actual Amounts (Budgetary Basis) (See Note 1)	Variance with Final Budget Over (Under)
	<u>Original</u>	<u>Final</u>		
<u>REVENUES:</u>				
Charges for Services	\$ 586,000	\$ 586,000	\$ 580,244	\$ (5,756)
Investment Revenue	125,000	125,000	83,243	(41,757)
Other Revenue	13,350	13,350	20,662	7,312
Total Revenues	724,350	724,350	684,149	(40,201)
<u>EXPENDITURES:</u>				
Personnel Services	446,686	446,686	405,238	(41,448)
Materials and supplies	254,786	254,786	156,687	(98,099)
Capital Outlay	7,842,500	7,842,500	1,878,401	(5,964,099)
Contingency	57,093	57,093	-	(57,093)
Total Expenditures	8,601,065	8,601,065	2,440,326	(6,160,739)
Excess (Deficiency) of Revenues Over Expenditures	(7,876,715)	(7,876,715)	(1,756,177)	6,120,538
<u>OTHER FINANCING SOURCES / (USES):</u>				
Operating Transfer (Out)	(43,000)	(43,000)	(43,000)	-
Total Other Financing Sources (Uses)	(43,000)	(43,000)	(43,000)	-
Net Change In Fund Balance	(7,919,715)	(7,919,715)	(1,799,177)	6,120,538
Fund Balance - July 1, 2020	8,240,000	8,240,000	8,434,161	194,161
Fund Balance - June 30, 2021	\$ 320,285	\$ 320,285	\$ 6,634,984	\$ 6,314,699

Reconciliation to generally accepted accounting principles basis

Net Change in Fund Balance - from above	(1,799,177)
Change in Compensated Absences	314,193
Change in Pension Expense	7,210
Capital outlay that is capitalized	2,004,235
Depreciation Expense	(122,102)
Change in Net Position as Reported in Proprietary Funds Statement of Revenues, Expenses, and Changes in Net Position	<u>\$ 404,359</u>

CITY OF HARRISBURG

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual WATER RESERVE FUND

For the Fiscal Year Ended June 30, 2021

	<u>Budgeted Amounts</u>		Actual Amounts (Budgetary Basis) (See Note 1)	Variance with Final Budget Over (Under)
	<u>Original</u>	<u>Final</u>		
<u>REVENUES:</u>				
Investment Revenue	\$ 5,000	\$ 5,000	\$ 962	\$ (4,038)
Total Revenues	5,000	5,000	962	(4,038)
<u>EXPENDITURES:</u>				
Capital Outlay	287,600	287,600	21,587	(266,013)
Total Expenditures	287,600	287,600	21,587	(266,013)
Net Change In Fund Balance	(282,600)	(282,600)	(20,625)	261,975
Fund Balance - July 1, 2020	282,600	282,600	231,545	(51,055)
Fund Balance - June 30, 2021	\$ -	\$ -	\$ 210,920	\$ 210,920

OTHER
SUPPLEMENTARY
DATA

Proprietary Funds
Sewer

CITY OF HARRISBURG
COMBINING STATEMENT OF NET POSITION
SEWER FUNDS
For the Fiscal Year Ended June 30, 2021

	Sewer Fund	Sewer Reserve Fund	Total Sewer Utility
<u>ASSETS:</u>			
Current Assets:			
Cash and Investments	\$ 343,825	\$ 416,892	\$ 760,717
Accounts Receivable	67,585	-	67,585
Inventory	5,056	-	5,056
Total Current Assets	416,466	416,892	833,358
Non-Current Assets:			
Restricted Cash	-	125,155	125,155
Net OPEB Asset (RHIA)	806	-	806
Total Non-Current Assets	806	125,155	125,961
Capital Assets:			
Land and Construction In Progress	1,007,703	-	1,007,703
Depreciable Assets, Net of Depreciation	3,527,978	-	3,527,978
Total Capital Assets	4,535,681	-	4,535,681
Total Assets	\$ 4,952,953	\$ 542,047	\$ 5,495,000
<u>DEFERRED OUTFLOW OF RESOURCES:</u>			
Pension Related Deferrals	183,589	-	183,589
Total Deferred Outflow of Resources	\$ 183,589	\$ -	\$ 183,589
<u>LIABILITIES:</u>			
Current Liabilities:			
Accounts Payable	\$ 24,253	\$ 373	\$ 24,626
Compensated Absences Payable	22,209	-	22,209
Accrued Interest Payable	4,469	-	4,469
Customer Deposits	18,465	-	18,465
Current Portion of Long-Term Liabilities:			
Bond Payable	38,767	-	38,767
Total Current Liabilities	108,163	373	108,536
Long-Term Liabilities:			
Noncurrent Portion of Long-Term Liabilities:			
Bonds Payable (Net of unamortized premium)	2,000,226	-	2,000,226
Net Pension Liability	512,306	-	512,306
Total Long-Term Liabilities	2,512,532	-	2,512,532
Total Liabilities	\$ 2,620,695	\$ 373	\$ 2,621,068
<u>DEFERRED INFLOW OF RESOURCES:</u>			
Pension Related Deferrals	37,974	-	37,974
Total Deferred Inflow of Resources	\$ 37,974	\$ -	\$ 37,974
<u>NET POSITION:</u>			
Net Investment in Capital Assets	\$ 2,496,688	\$ -	\$ 2,496,688
Restricted for:			
Debt Service	-	125,155	125,155
Capital Projects	-	416,519	416,519
Net Pension Asset	806	-	806
Unrestricted	(19,621)	-	(19,621)
Total Net Position	\$ 2,477,873	\$ 541,674	\$ 3,019,547

CITY OF HARRISBURG

Combining Statement of Revenues, Expenses, and Changes in Net Position SEWER FUNDS

For the Fiscal Year Ended June 30, 2021

	Sewer Fund	Sewer Reserve Fund	Total Sewer Utility
<u>OPERATING REVENUES:</u>			
Charges for Services:			
Sewer Charges	\$ 747,354	\$ -	\$ 747,354
Other Revenue	7,654	-	7,654
Total Operating Revenues	755,008	-	755,008
<u>OPERATING EXPENSES:</u>			
Personnel Services	212,563	-	212,563
Materials and Supplies	96,088	-	96,088
Depreciation	227,613	-	227,613
Total Operating Expenses	536,264	-	536,264
Operating Income (Loss)	218,744	-	218,744
<u>NON-OPERATING REVENUES (EXPENSES):</u>			
Interest Income	3,749	962	4,711
Interest Expense	(69,035)	-	(69,035)
Total Non-Operating Revenues (Expenses)	(65,286)	962	(64,324)
Income Before Other Revenues, Expenses, and Transfers	153,458	962	154,420
<u>CAPITAL CONTRIBUTIONS AND TRANSFERS:</u>			
Transfers (Out)	(43,000)	-	(43,000)
Capital Asset Transfers In	211,555	-	211,555
Capital Asset Transfers (Out)	-	(211,555)	(211,555)
Total Capital Contributions and Transfers	168,555	(211,555)	(43,000)
Change In Net Position	322,013	(210,593)	111,420
Net Position, July 1, 2020	2,155,860	752,267	2,908,127
Net Position, June 30, 2021	\$ 2,477,873	\$ 541,674	\$ 3,019,547

CITY OF HARRISBURG

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

SEWER FUND

For the Fiscal Year Ended June 30, 2021

	Budgeted Amounts		Actual Amounts (Budgetary Basis) (See Note 1)	Variance with Final Budget Over (Under)
	Original	Final		
REVENUES:				
Charges for Services	\$ 735,450	\$ 735,450	\$ 747,354	\$ 11,904
Investment Revenue	12,500	12,500	3,749	(8,751)
Other Revenue	6,532	6,532	7,654	1,122
Total Revenues	754,482	754,482	758,757	4,275
EXPENDITURES:				
Personnel Services	454,686	454,686	413,380	(41,306)
Materials and supplies	244,936	244,936	177,416	(67,520)
Capital Outlay	70,000	70,000	56,911	(13,089)
Debt Service:				
Principal	45,000	45,000	45,000	-
Interest	75,500	75,500	75,449	(51)
Contingency	54,009	54,009	-	(54,009)
Total Expenditures	944,131	944,131	768,156	(175,975)
Excess (Deficiency) of Revenues Over Expenditures	(189,649)	(189,649)	(9,399)	180,250
OTHER FINANCING SOURCES / (USES):				
Operating Transfer (Out)	(43,000)	(43,000)	(43,000)	-
Total Other Financing Sources (Uses)	(43,000)	(43,000)	(43,000)	-
Net Change In Fund Balance	(232,649)	(232,649)	(52,399)	180,250
Fund Balance - July 1, 2020	325,700	325,700	426,147	100,447
Fund Balance - June 30, 2021	\$ 93,051	\$ 93,051	\$ 373,748	\$ 280,697

Reconciliation to generally accepted accounting principles basis

Net change in fund balance from above	(52,399)
Change in Compensated Absences	(13,202)
Change in Accrued Interest	107
Change in Pension and OPEB Expense	24,254
Debt Principal Payments	45,000
Current Year Amorization of Bond Premium	6,307
Equity transfer of capital assets	211,555
Capital outlay that is capitalized	328,004
Depreciation Expense	(227,613)
Change in Net Position as Reported in Proprietary Funds Statement of Revenues, Expenses, and Changes in Net Position	<u>\$ 322,013</u>

CITY OF HARRISBURG

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual SEWER RESERVE FUND

For the Fiscal Year Ended June 30, 2021

	Budgeted Amounts		Actual Amounts (Budgetary Basis) (See Note 1)	Variance with Final Budget Over (Under)
	Original	Final		
<u>REVENUES:</u>				
Investment Revenue	\$ 5,000	\$ 5,000	\$ 962	\$ (4,038)
Total Revenues	5,000	5,000	962	(4,038)
<u>EXPENDITURES:</u>				
Capital Outlay	740,400	740,400	211,555	(528,845)
Total Expenditures	740,400	740,400	211,555	(528,845)
Net Change In Fund Balance	(735,400)	(735,400)	(210,593)	524,807
Fund Balance - July 1, 2020	735,400	735,400	752,267	16,867
Fund Balance - June 30, 2021	\$ -	\$ -	\$ 541,674	\$ 541,674

OTHER
SUPPLEMENTARY
DATA

Non-Major Special
Revenue Funds

CITY OF HARRISBURG
COMBINING BALANCE SHEET
NON-MAJOR SPECIAL REVENUE FUNDS
For the Fiscal Year Ended June 30, 2021

	Community & Economic Development Fund	Office Equipment Fund	Equipment Reserve Fund	Library Fund	Bike Path Reserve Fund	Storm Drain Reserve Fund	Trans- portation SDC Fund	Parks SDC Fund	Storm SDC Fund	Water SDC Fund	Sewer SDC Fund	Total
<u>ASSETS:</u>												
Cash & Investments	\$ 221,133	\$ 29,644	\$ 252,692	\$ 77,387	\$ 40,651	\$ 273,448	\$ 360,084	\$ 111,242	\$ 106,221	\$ 336,493	\$ 836,358	\$ 2,645,353
Accounts Receivable	-	-	-	-	-	5,774	-	-	-	-	-	5,774
Assessment Receivable	-	-	-	-	-	-	-	-	-	-	103,939	103,939
Deposits	-	-	-	-	-	-	-	138,916	-	-	-	138,916
Total Assets	\$ 221,133	\$ 29,644	\$ 252,692	\$ 77,387	\$ 40,651	\$ 279,222	\$ 360,084	\$ 250,158	\$ 106,221	\$ 336,493	\$ 940,297	\$ 2,893,982
<u>LIABILITIES:</u>												
Accounts Payable	4,195	1,542	-	359	-	372	-	475	-	-	-	6,943
Total Liabilities	4,195	1,542	-	359	-	372	-	475	-	-	-	6,943
<u>DEFERRED INFLOW OF RESOURCES:</u>												
Uncollected Assessments	-	-	-	-	-	-	-	-	-	-	103,939	103,939
Total Deferred Inflow of Resources	-	-	-	-	-	-	-	-	-	-	103,939	103,939
<u>FUND BALANCES:</u>												
Restricted for:												
Capital Projects	-	-	-	-	-	-	360,084	249,683	106,221	336,493	836,358	1,888,839
Committed for:												
Parks and Recreation Programs	-	-	-	-	40,651	-	-	-	-	-	-	40,651
Community Development Projects	-	-	-	77,028	-	-	-	-	-	-	-	77,028
Equipment Acquisition	216,938	28,102	252,692	-	-	-	-	-	-	-	-	497,732
Public Works	-	-	-	-	-	278,850	-	-	-	-	-	278,850
Total Fund Balances	216,938	28,102	252,692	77,028	40,651	278,850	360,084	249,683	106,221	336,493	836,358	2,783,100
Total Liabilities, Deferred Inflows, and Fund Balances	\$ 221,133	\$ 29,644	\$ 252,692	\$ 77,387	\$ 40,651	\$ 279,222	\$ 360,084	\$ 250,158	\$ 106,221	\$ 336,493	\$ 940,297	\$ 2,893,982

CITY OF HARRISBURG**Combining Statement of Revenues, Expenditures,
and Changes in Fund Balances****NON-MAJOR SPECIAL REVENUE FUNDS****For the Fiscal Year Ended June 30, 2021**

	Community & Economic Development Fund	Office Equipment Fund	Equipment Reserve Fund	Library Fund	Bike Path Reserve Fund	Storm Drain Reserve Fund	Trans- portation SDC Fund	Parks SDC Fund	Storm SDC Fund	Water SDC Fund	Sewer SDC Fund	Total
REVENUES:												
Taxes and Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,706	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,706
Intergovernmental	-	-	-	-	2,653	-	-	-	-	-	-	2,653
Charges for Services	-	-	-	-	-	-	27,102	14,400	113	29,553	25,130	96,298
Investment Revenue	1,058	77	866	231	135	1,251	1,443	1,058	385	962	2,887	10,353
Other Revenue	8,242	-	-	1,824	-	-	-	-	-	-	-	10,066
Total Revenues	9,300	77	866	2,055	2,788	62,957	28,545	15,458	498	30,515	28,017	181,076
EXPENDITURES:												
General Government	7,971	40,690	-	-	-	-	-	-	-	-	-	48,661
Highways and Street	-	-	-	-	-	12,912	-	-	-	-	-	12,912
Culture and Recreation	-	-	-	71,913	-	-	-	-	-	-	-	71,913
Capital Outlay	-	-	23,789	1,700	-	99,155	24,866	475	-	-	-	149,985
Total Expenditures	7,971	40,690	23,789	73,613	-	112,067	24,866	475	-	-	-	283,471
Excess (Deficiency) of Revenues Over Expenditures	1,329	(40,613)	(22,923)	(71,558)	2,788	(49,110)	3,679	14,983	498	30,515	28,017	(102,395)
OTHER FINANCING SOURCES (USES):												
Operating Transfers In	-	61,000	60,000	82,000	-	-	-	-	-	-	-	203,000
Total Other Financing Sources (Uses)	-	61,000	60,000	82,000	-	-	-	-	-	-	-	203,000
Net Change in Fund Balances	1,329	20,387	37,077	10,442	2,788	(49,110)	3,679	14,983	498	30,515	28,017	100,605
Fund Balances - July 1, 2020	215,609	7,715	215,615	66,586	37,863	327,960	356,405	234,700	105,723	305,978	808,341	2,682,495
Fund Balances - June 30, 2021	\$ 216,938	\$ 28,102	\$ 252,692	\$ 77,028	\$ 40,651	\$ 278,850	\$360,084	\$ 249,683	\$106,221	\$ 336,493	\$ 836,358	\$ 2,783,100

CITY OF HARRISBURG

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual COMMUNITY & ECONOMIC DEVELOPMENT FUND

For the Fiscal Year Ended June 30, 2021

	<u>Budgeted Amounts</u>		<u>Actual Amounts (Budgetary Basis) (See Note 1)</u>	<u>Variance with Final Budget Over (Under)</u>
	<u>Original</u>	<u>Final</u>		
<u>REVENUES:</u>				
Investment Revenue	\$ 5,500	\$ 5,500	\$ 1,058	\$ (4,442)
Other Revenue	8,500	8,500	8,242	(258)
Total Revenues	14,000	14,000	9,300	(4,700)
<u>EXPENDITURES:</u>				
Materials and Services	61,355	61,355	7,971	(53,384)
Capital Outlay	148,745	148,745	-	(148,745)
Total Expenditures	210,100	210,100	7,971	(202,129)
<u>OTHER FINANCING SOURCES / (USES):</u>				
Net Change in Fund Balance	(196,100)	(196,100)	1,329	197,429
Fund Balance - July 1, 2020	196,100	196,100	215,609	19,509
Fund Balance - June 30, 2021	\$ -	\$ -	\$ 216,938	\$ 216,938

CITY OF HARRISBURG

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual OFFICE EQUIPMENT RESERVE FUND For the Fiscal Year Ended June 30, 2021

	Budgeted Amounts		Actual Amounts (Budgetary Basis) (See Note 1)	Variance with Final Budget Over (Under)
	Original	Final		
REVENUES:				
Investment Revenue	\$ 400	\$ 400	\$ 77	\$ (323)
Total Revenues	400	400	77	(323)
EXPENDITURES:				
Materials and Services	46,980	46,980	40,690	(6,290)
Capital Outlay	20,000	20,000	-	(20,000)
Total Expenditures	66,980	66,980	40,690	(26,290)
OTHER FINANCING SOURCES / (USES):				
Operating Transfer In	61,000	61,000	61,000	-
Total Other Financing Sources (Uses)	61,000	61,000	61,000	-
Net Change In Fund Balance	(5,580)	(5,580)	20,387	25,967
Fund Balance - July 1, 2020	5,580	5,580	7,715	2,135
Fund Balance - June 30, 2021	\$ -	\$ -	\$ 28,102	\$ 28,102

CITY OF HARRISBURG
Schedule of Revenues, Expenditures,
and Changes in Fund Balance - Budget and Actual
EQUIPMENT RESERVE FUND
For the Fiscal Year Ended June 30, 2021

	<u>Budgeted Amounts</u>		<u>Actual</u> <u>Amounts</u> <u>(Budgetary Basis)</u>	<u>Variance with</u> <u>Final Budget</u> <u>Over</u>
	<u>Original</u>	<u>Final</u>	<u>(See Note 1)</u>	<u>(Under)</u>
<u>REVENUES:</u>				
Investment Revenue	\$ 4,500	\$ 4,500	\$ 866	\$ (3,634)
Total Revenues	4,500	4,500	866	(3,634)
<u>EXPENDITURES:</u>				
Capital Outlay	278,800	278,800	23,789	(255,011)
Total Expenditures	278,800	278,800	23,789	(255,011)
Excess (Deficiency) of Revenues Over Expenditures	(274,300)	(274,300)	(22,923)	251,377
<u>OTHER FINANCING SOURCES / (USES):</u>				
Operating Transfer In	60,000	60,000	60,000	-
Total Other Financing Sources (Uses)	60,000	60,000	60,000	-
Net Change In Fund Balance	(214,300)	(214,300)	37,077	251,377
Fund Balance - July 1, 2020	214,300	214,300	215,615	1,315
Fund Balance - June 30, 2021	\$ -	\$ -	\$ 252,692	\$ 252,692

CITY OF HARRISBURG

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual BIKE PATH RESERVE FUND

For the Fiscal Year Ended June 30, 2021

	Budgeted Amounts		Actual Amounts (Budgetary Basis) (See Note 1)	Variance with Final Budget Over (Under)
	Original	Final		
<u>REVENUES:</u>				
Intergovernmental	\$ 2,500	\$ 2,500	\$ 2,653	\$ 153
Investment Revenue	700	700	135	(565)
Total Revenues	3,200	3,200	2,788	(412)
<u>EXPENDITURES:</u>				
Capital Outlay	41,200	41,200	-	(41,200)
Total Expenditures	41,200	41,200	-	(41,200)
Net Change In Fund Balance	(38,000)	(38,000)	2,788	40,788
Fund Balance - July 1, 2020	38,000	38,000	37,863	(137)
Fund Balance - June 30, 2021	\$ -	\$ -	\$ 40,651	\$ 40,651

CITY OF HARRISBURG

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual STORM DRAIN RESERVE FUND

For the Fiscal Year Ended June 30, 2021

	<u>Budgeted Amounts</u>		Actual Amounts (Budgetary Basis) (See Note 1)	Variance with Final Budget Over (Under)
	<u>Original</u>	<u>Final</u>		
<u>REVENUES:</u>				
Taxes and Assessments	\$ 65,000	\$ 65,000	\$ 61,706	\$ (3,294)
Investment Revenue	6,500	6,500	1,251	(5,249)
Total Revenues	71,500	71,500	62,957	(8,543)
<u>EXPENDITURES:</u>				
Materials and Services	20,000	20,000	12,912	(7,088)
Capital Outlay	324,300	324,300	99,155	(225,145)
Total Expenditures	344,300	344,300	112,067	(232,233)
Net Change In Fund Balance	(272,800)	(272,800)	(49,110)	223,690
Fund Balance - July 1, 2020	272,800	272,800	327,960	55,160
Fund Balance - June 30, 2021	\$ -	\$ -	\$ 278,850	\$ 278,850

CITY OF HARRISBURG

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual TRANSPORTATION SYSTEM DEVELOPMENT RESERVE FUND For the Fiscal Year Ended June 30, 2021

	Budgeted Amounts		Actual Amounts (Budgetary Basis) (See Note 1)	Variance with Final Budget Over (Under)
	Original	Final		
<u>REVENUES:</u>				
System Development Charges	\$ 9,135	\$ 9,135	\$ 27,102	\$ 17,967
Investment Revenue	7,500	7,500	1,443	(6,057)
Total Revenues	16,635	16,635	28,545	11,910
<u>EXPENDITURES:</u>				
Capital Outlay	245,935	245,935	24,866	(221,069)
Total Expenditures	245,935	245,935	24,866	(221,069)
Net Change in Fund Balance	(229,300)	(229,300)	3,679	232,979
Fund Balance - July 1, 2020	349,300	349,300	356,405	7,105
Fund Balance - June 30, 2021	\$ 120,000	\$ 120,000	\$ 360,084	\$ 240,084

CITY OF HARRISBURG

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual PARKS SYSTEM DEVELOPMENT RESERVE FUND

For the Fiscal Year Ended June 30, 2021

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u> (Budgetary Basis) (See Note 1)	<u>Variance with Final Budget Over (Under)</u>
	<u>Original</u>	<u>Final</u>		
<u>REVENUES:</u>				
System Development Charges	\$ 5,400	\$ 5,400	\$ 14,400	\$ 9,000
Investment Revenue	5,500	5,500	1,058	(4,442)
Total Revenues	10,900	10,900	15,458	4,558
<u>EXPENDITURES:</u>				
Capital Outlay	218,100	218,100	475	(217,625)
Total Expenditures	218,100	218,100	475	(217,625)
Net Change in Fund Balance	(207,200)	(207,200)	14,983	222,183
Fund Balance - July 1, 2020	207,200	207,200	234,700	27,500
Fund Balance - June 30, 2021	\$ -	\$ -	\$ 249,683	\$ 249,683

CITY OF HARRISBURG

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual STORM SYSTEM DEVELOPMENT RESERVE FUND

For the Fiscal Year Ended June 30, 2021

	<u>Budgeted Amounts</u>		Actual Amounts (Budgetary Basis) (See Note 1)	Variance with Final Budget Over (Under)
	<u>Original</u>	<u>Final</u>		
<u>REVENUES:</u>				
System Development Charges	\$ 1,350	\$ 1,350	\$ 113	\$ (1,237)
Investment Revenue	2,000	2,000	385	(1,615)
Total Revenues	3,350	3,350	498	(2,852)
<u>EXPENDITURES:</u>				
Capital Outlay	71,150	71,150	-	(71,150)
Total Expenditures	71,150	71,150	-	(71,150)
Net Change in Fund Balance	(67,800)	(67,800)	498	68,298
Fund Balance - July 1, 2020	67,800	67,800	105,723	37,923
Fund Balance - June 30, 2021	\$ -	\$ -	\$ 106,221	\$ 106,221

CITY OF HARRISBURG
Schedule of Revenues, Expenditures,
and Changes in Fund Balance - Budget and Actual
WATER SYSTEM DEVELOPMENT RESERVE FUND
For the Fiscal Year Ended June 30, 2021

	<u>Budgeted Amounts</u>		Actual Amounts (Budgetary Basis) (See Note 1)	Variance with Final Budget Over (Under)
	<u>Original</u>	<u>Final</u>		
<u>REVENUES:</u>				
System Development Charges	\$ 12,666	\$ 12,666	\$ 29,553	\$ 16,887
Investment Revenue	5,000	5,000	962	(4,038)
Total Revenues	17,666	17,666	30,515	12,849
<u>EXPENDITURES:</u>				
Capital Outlay	273,366	273,366	-	(273,366)
Total Expenditures	273,366	273,366	-	(273,366)
Fund Balance - July 1, 2020	255,700	255,700	305,978	50,278
Fund Balance - June 30, 2021	\$ -	\$ -	\$ 336,493	\$ 336,493

CITY OF HARRISBURG

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual SEWER SYSTEM DEVELOPMENT RESERVE FUND

For the Fiscal Year Ended June 30, 2021

	<u>Budgeted Amounts</u>		<u>Actual Amounts (Budgetary Basis) (See Note 1)</u>	<u>Variance with Final Budget Over (Under)</u>
	<u>Original</u>	<u>Final</u>		
<u>REVENUES:</u>				
System Development Charges	\$ 10,770	\$ 10,770	\$ 25,130	\$ 14,360
Investment Revenue	15,000	15,000	2,887	(12,113)
Total Revenues	25,770	25,770	28,017	2,247
<u>EXPENDITURES:</u>				
Capital Outlay	792,470	792,470	-	(792,470)
Total Expenditures	792,470	792,470	-	(792,470)
Net Change in Fund Balance	(766,700)	(766,700)	28,017	794,717
Fund Balance - July 1, 2020	766,700	766,700	808,341	41,641
Fund Balance - June 30, 2021	\$ -	\$ -	\$ 836,358	\$ 836,358

OTHER
SUPPLEMENTARY
DATA

Additional
Supporting Schedules

CITY OF HARRISBURG
SCHEDULE OF LONG-TERM DEBT TRANSACTIONS
For the Fiscal Year Ended June 30, 2021

Full Faith and Credit Refunding Bond, Series 2017

Full Faith and Credit Refunding Bond, Series 2017 entered into with US Bank for refinancing of USDA Revenue Bonds for Sewer Projects. Original amount \$4,470,000 with an interest rate between 2.00% and 4.00%. The loan total is divided between the City and HRA Debt 6 below.

Current Year Activity:

	Outstanding Balance July 1, 2020	New Issues and Interest Matured	Principal and Interest Retired	Outstanding Balance June 30, 2021	Due Within One Year
Principal	\$ 1,920,000	\$ -	\$ 45,000	\$ 1,875,000	\$ 45,000
Interest	-	75,450	75,450	-	74,100
Total	<u>\$ 1,920,000</u>	<u>\$ 75,450</u>	<u>\$ 120,450</u>	<u>\$ 1,875,000</u>	<u>\$ 119,100</u>

Future Requirements:

	Fiscal Year Ended June 30,	Principal	Interest	Total	Interest Rate
	2022	\$ 45,000	\$ 74,100	\$ 119,100	4.00%
	2023	45,000	72,300	117,300	2.00%
	2024	50,000	71,400	121,400	4.00%
	2025	50,000	69,400	119,400	4.00%
	2026	55,000	67,400	122,400	4.00%
	2027	55,000	65,200	120,200	4.00%
	2028	55,000	63,000	118,000	4.00%
	2029	60,000	60,800	120,800	4.00%
	2030	60,000	58,400	118,400	4.00%
	2031	65,000	56,000	121,000	4.00%
	2032	65,000	53,400	118,400	4.00%
	2033	70,000	50,800	120,800	4.00%
	2034	70,000	48,000	118,000	4.00%
	2035	75,000	45,200	120,200	4.00%
	2036	80,000	42,200	122,200	4.00%
	2037	80,000	39,000	119,000	4.00%
	2038	85,000	35,800	120,800	4.00%
	2039	90,000	32,400	122,400	4.00%
	2040	90,000	28,800	118,800	4.00%
	2041	95,000	25,200	120,200	4.00%
	2042	100,000	21,400	121,400	4.00%
	2043	105,000	17,400	122,400	4.00%
	2044	105,000	13,200	118,200	4.00%
	2045	110,000	9,000	119,000	4.00%
	2046	115,000	4,600	119,600	4.00%
Total		<u>\$ 1,875,000</u>	<u>\$ 1,124,400</u>	<u>\$ 2,999,400</u>	

CITY OF HARRISBURG
SCHEDULE OF LONG-TERM DEBT TRANSACTIONS
For the Fiscal Year Ended June 30, 2021

General Obligation Refunding Bond, Series 2017

General Obligation Bonds held by US Bank for refinancing of USDA GO Bonds and Water projects. Original balance is \$930,000 with an interest rate between 3.00% and 4.00%. Dated August 24, 2017.

Current Year Activity:

	Outstanding Balance July 1, 2020	New Issues and Interest Matured	Principal and Interest Retired	Outstanding Balance June 30, 2021	Due Within One Year
Principal	\$ 830,000	\$ -	\$ 35,000	\$ 795,000	\$ 35,000
Interest	-	30,650	30,650	-	29,600
Total	<u>\$ 830,000</u>	<u>\$ 30,650</u>	<u>\$ 65,650</u>	<u>\$ 795,000</u>	<u>\$ 64,600</u>

Future Requirements:

	Fiscal Year Ended June 30,	Principal	Interest	Total	Interest Rate
	2022	\$ 35,000	\$ 29,600	\$ 64,600	3.00%
	2023	35,000	28,550	63,550	3.00%
	2024	35,000	27,500	62,500	3.00%
	2025	35,000	26,450	61,450	3.00%
	2026	40,000	25,400	65,400	3.00%
	2027	40,000	24,200	64,200	3.00%
	2028	40,000	23,000	63,000	4.00%
	2029	40,000	21,400	61,400	4.00%
	2030	45,000	19,800	64,800	4.00%
	2031	45,000	18,000	63,000	4.00%
	2032	45,000	16,200	61,200	4.00%
	2033	50,000	14,400	64,400	4.00%
	2034	50,000	12,400	62,400	4.00%
	2035	55,000	10,400	65,400	4.00%
	2036	55,000	8,200	63,200	4.00%
	2037	60,000	6,000	66,000	4.00%
	2038	60,000	3,600	63,600	4.00%
	2039	30,000	1,200	31,200	4.00%
Total		<u>\$ 795,000</u>	<u>\$ 316,300</u>	<u>\$ 1,111,300</u>	

CITY OF HARRISBURG
SCHEDULE OF LONG-TERM DEBT TRANSACTIONS
For the Fiscal Year Ended June 30, 2021

KS State Bank Government Finance Dept. - HRA Development Loan

HRA note with KS State Bank Government Finance Department in the amount of \$531,000 with an interest rate of 4.550% for purpose of funding private loans to urban renewal developers. Dated September 29, 2017.

Current Year Activity:

	Outstanding Balance July 1, 2020	New Issues and Interest Matured	Principal and Interest Retired	Outstanding Balance June 30, 2021	Due Within One Year
Principal	\$ 236,248	\$ -	\$ 115,457	\$ 120,791	\$ 120,791
Interest	-	10,749	10,749	-	5,492
Total	<u>\$ 236,248</u>	<u>\$ 10,749</u>	<u>\$ 126,206</u>	<u>\$ 120,791</u>	<u>\$ 126,283</u>

Future Requirements:

Fiscal Year Ended June 30,	Principal	Interest	Total	Interest Rate
2022	\$ 120,791	\$ 5,492	\$ 126,283	4.55%
Total	<u>\$ 120,791</u>	<u>\$ 5,492</u>	<u>\$ 126,283</u>	

CITY OF HARRISBURG
SCHEDULE OF LONG-TERM DEBT TRANSACTIONS
For the Fiscal Year Ended June 30, 2021

Full Faith and Credit Project Bond, Series 2017 - HRA Development Projects

*HRA Loan from the City of Harrisburg . Original amount \$2,405,000 with an interest rate of 2.00% to 4.00%.

Current Year Activity:

	Outstanding Balance July 1, 2020	New Issues and Interest Matured	Principal and Interest Retired	Outstanding Balance June 30, 2021	Due Within One Year
Principal	\$ 2,405,000	\$ -	\$ -	\$ 2,405,000	\$ -
Interest	-	93,800	93,800	-	93,800
Total	<u>\$ 2,405,000</u>	<u>\$ 93,800</u>	<u>\$ 93,800</u>	<u>\$ 2,405,000</u>	<u>\$ 93,800</u>

Future Requirements:

	Fiscal Year Ended June 30,	Principal	Interest	Total	Interest Rate
	2022	\$ -	\$ 93,800	\$ 93,800	2.00%
	2023	120,000	93,800	213,800	2.00%
	2024	125,000	91,400	216,400	4.00%
	2025	130,000	86,400	216,400	4.00%
	2026	135,000	81,200	216,200	4.00%
	2027	140,000	75,800	215,800	4.00%
	2028	145,000	70,200	215,200	4.00%
	2029	150,000	64,400	214,400	4.00%
	2030	160,000	58,400	218,400	4.00%
	2031	165,000	52,000	217,000	4.00%
	2032	170,000	45,400	215,400	4.00%
	2033	180,000	38,600	218,600	4.00%
	2034	185,000	31,400	216,400	4.00%
	2035	190,000	24,000	214,000	4.00%
	2036	200,000	16,400	216,400	4.00%
	2037	210,000	8,400	218,400	4.00%
Total		<u>\$ 2,405,000</u>	<u>\$ 931,600</u>	<u>\$ 3,336,600</u>	

CITY OF HARRISBURG
SCHEDULE OF LONG-TERM DEBT TRANSACTIONS
For the Fiscal Year Ended June 30, 2021

General Obligation Bonds, Series 2019

On August 21, 2019, the City issued General Obligation Bonds, Series 2019 to finance capital costs related to the City's water system in the amount of \$7,420,000. The Bonds are held by US Bank and carry an interest rate between 3.0 and 4.25%. Interest payments are due June 1 and December 1 with a principal payment due June 1 of each year, with the first interest payment due December 1, 2019.

Current Year Activity:

	Outstanding Balance July 1, 2020	New Issues and Interest Matured	Principal and Interest Retired	Outstanding Balance June 30, 2021	Due Within One Year
Principal	\$ 7,335,000	\$ -	\$ 35,000	\$ 7,300,000	\$ 45,000
Interest	-	301,612	301,612	-	300,563
Total	<u>\$ 7,335,000</u>	<u>\$ 301,612</u>	<u>\$ 336,612</u>	<u>\$ 7,300,000</u>	<u>\$ 345,563</u>

Future Requirements:

Fiscal Year Ended June 30,	Principal	Interest	Total	Interest Rate
2022	\$ 45,000	\$ 300,563	\$ 345,563	3.00%
2023	55,000	299,213	354,213	3.00%
2024	70,000	297,563	367,563	4.00%
2025	85,000	294,763	379,763	4.00%
2026	100,000	291,363	391,363	4.00%
2027	115,000	287,363	402,363	4.00%
2028	130,000	282,763	412,763	4.00%
2029	150,000	277,563	427,563	4.00%
2030	165,000	271,563	436,563	4.00%
2031	185,000	264,963	449,963	4.00%
2032	210,000	257,563	467,563	4.00%
2033	230,000	249,163	479,163	4.00%
2034	255,000	239,963	494,963	4.00%
2035	280,000	229,763	509,763	4.00%
2036	305,000	218,563	523,563	4.00%
2037	335,000	206,363	541,363	4.00%
2038	365,000	192,963	557,963	4.00%
2039	395,000	178,363	573,363	4.00%
2040	430,000	162,563	592,563	4.25%
2041	465,000	144,288	609,288	4.25%
2042	500,000	124,525	624,525	4.25%
2043	540,000	103,275	643,275	4.25%
2044	585,000	80,325	665,325	4.25%
2045	630,000	55,463	685,463	4.25%
2046	675,000	28,688	703,688	4.25%
Total	<u>\$ 7,300,000</u>	<u>\$ 5,339,500</u>	<u>\$ 12,639,500</u>	

ACCOMPANYING
INFORMATION

CITY OF HARRISBURG
INDEPENDENT AUDITOR'S REPORT
REQUIRED BY OREGON STATE REGULATIONS
As of June 30, 2021

To the Governing Body of the City of Harrisburg
Harrisburg, Oregon

I have audited the basic financial statements of the City of Harrisburg as of and for the year ended June 30, 2021 and have issued my report thereon dated December 19, 2021. I conducted my audit in accordance with auditing standards generally accepted in the United States of America.

Compliance

As part of obtaining reasonable assurance about whether the City of Harrisburg's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of financial statements amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit, and accordingly, I do not express such an opinion.

I performed procedures to the extent I considered necessary to address the required comments and disclosures which included, but were not limited to the following:

- **Deposit of public funds with financial institutions (ORS Chapter 295).**
- **Indebtedness limitations, restrictions and repayment.**
- **Budgets legally required (ORS Chapter 294).**
- **Insurance and fidelity bonds in force or required by law.**
- **Programs funded from outside sources.**
- **Highway revenues used for public highways and roads (ORS Chapters 294, 368 & 373).**
- **Authorized investment of surplus funds (ORS Chapter 294).**
- **Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).**

In connection with my testing nothing came to my attention that caused us to believe the City was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations.

OAR 162-10-0230 Internal Control

In planning and performing my audit, I considered the City's internal control over financial reporting as a basis for designing my auditing procedures for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over financial reporting. Accordingly, I do not express an opinion on the effectiveness of the City internal control over financial reporting.

This report is intended solely for the information and use of the City Council and management of City of Harrisburg and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.



Steve Tuchscherer, CPA
Umpqua Valley Financial
Roseburg, Oregon
December 19, 2021

December 19, 2021

To the Mayor and City Councilors
City of Harrisburg, Oregon

I have audited the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of City of Harrisburg for the year ended June 30, 2021. Professional standards require that I provide you with information about my responsibilities under generally accepted auditing standards as well as certain information related to the planned scope and timing of my audit. I have communicated such information in my engagement letter to you dated May 3, 2021. Professional standards also require that I communicate to you the following information related to my audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

- Management is responsible for the selection and use of appropriate accounting policies.
- The significant accounting policies used by City of Harrisburg are described in the financial statements.
- No new accounting policies were adopted and the application of existing policies was not changed during the fiscal year.
- I noted no transactions entered into by City of Harrisburg during the year for which there is a lack of authoritative guidance or consensus.
- All significant transactions have been recognized in the financial statements in the proper period.
- The financial statement disclosures are neutral, consistent, and clear.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the City's financial statements was:

- Capital Assets - Management's estimate of value of the City's capital assets is based on both actual and estimated historical costs. I evaluated the key factors and assumptions used to develop the capital asset valuations and depreciation of the value of the assets in determining those values are reasonable in relation to the financial statements taken as a whole.
- PERS and OPEB Liabilities and Deferred Balances – Liability and deferred inflow and outflow balances are provided by actuaries using a wide range of assumptions and estimations. The details of those assumptions and estimates are described in the notes to the financial statements beginning on page 36 of the annual financial report.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

I encountered no significant difficulties in dealing with management in performing and completing my audit.

Corrected and Uncorrected Misstatements

Professional standards require me to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to my satisfaction, that could be significant to the financial statements or the auditor's report. I am pleased to report that no such disagreements arose during the course of my audit.

Management Representations

I have requested certain representations from management that are included in the management representation letter dated December 19, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to City of Harrisburg's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, my professional standards require the consulting accountant to check with me to determine that the consultant has all the relevant facts. To my knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

I generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as City of Harrisburg's auditors. However, these discussions occurred in the normal course of my professional relationship and my responses were not a condition to my retention.

Other Matters

I applied certain limited procedures to management's discussion and analysis, the major governmental budgetary comparison schedules, and the pension schedules, which are required supplementary information (RSI) that supplements the basic financial statements. My procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

I was engaged to report on the proprietary funds budgetary comparison schedules, the non-major funds budgetary comparison schedules, and additional supporting schedules, which accompany the financial statements but are not RSI. With respect to the supplementary information accompanying the financial statements, I made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to my audit of the financial statements. I compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the Mayor, City Councilors and management of City of Harrisburg and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Steve Tuchscherer', with a stylized, cursive script.

Steve Tuchscherer, CPA

Agenda Bill

Harrisburg City Council

Harrisburg, Oregon

THE MATTER OF AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A CONTRACT FOR WATER ASSISTANCE PROVISIONS BETWEEN THE COMMUNITY SERVICES CONSORTIUM AND THE CITY OF HARRISBURG

STAFF REPORT:

Exhibit A: CSC Letter

Exhibit B: Contract

ACTION: MOTION TO AUTHORIZE THE CITY ADMINISTRATOR TO ENTER INTO A CONTRACT FOR WATER ASSISTANCE PROVISIONS BETWEEN THE COMMUNITY SERVICES CONSORTIUM AND THE CITY OF HARRISBURG

THIS AGENDA BILL IS DESTINED FOR: Work Session – February 22, 2022

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
N/A	N/A	N/A

STAFF RECOMMENDATION:

Staff recommends the City Council Authorize the City Administrator to enter into this program.

BACKGROUND INFORMATION:

The Oregon Housing and Community Services recently shared information about a new federal emergency water and wastewater assistance program. The funding for this program comes from the 2021 Consolidated Appropriations Act and the 2021 American Rescue Plan Act. This program is organized and led in our area by the Community Services Consortium. As Council knows, this is the organization who runs the low-income housing assistance program in Linn County. (The City was a fiduciary for LCAH a few years ago; LCAH became the Community Services Consortium.) More detailed information is available through the letter the City received as shown in **Exhibit A**.

The program provides citizens who are low-income households with emergency grant funds that will prevent services from being shut off due to non-payment on accounts. Staff feels that this is a valuable program that citizens really need right now. The table below shows how many citizens were late, shut off, or made payment arrangements for December and January.

Month	Late Tags	Shut Offs	Payment Arrangements Made
December	67	9	7
January	65	17	11

The program funding is \$13.8 million in Oregon, and is available through Sept 30, 2023, or until funds are exhausted, whichever is arrived at first. In order to participate in the program, the City must sign a contract, **(Exhibit B)** which outlines the provisions for how the program will be ran, and how the City will be paid for water and sewer services. We will also be required to fill out the program application.

Staff met with the Finance Officer and Utility Billing Supervisor to discuss the program and felt that the parameters were well within our scope. The City will refer our customers to the program, and the agency will verify that a household is eligible for the program and will notify the City of when someone is accepted. The Utility Billing Supervisor and Finance Officer will be working together to set up a system to track these customers, as well as to make sure that the software is crediting the correct accounts. The City will likely receive funds from this program, faster than we currently do through payment arrangements. Staff has asked our Utility Billing Supervisor/Building Permit Clerk, Carol Canham-Terrill to come to the meeting, so if Council has specific questions, she will be able to answer them or can obtain the answers by the next meeting.

The contract is highlighted to show the parts of the contract with the most pertinent facts of how the program will function. Staff recommends that the City Council provide her with the authorization to enter into the contract on behalf of the City. The motion is included at the top of this staff report.

REVIEW AND APPROVAL:

Michele Eldridge Date
City Administrator

January 18, 2022

CITY OF HARRISBURG
120 SMITH ST
HARRISBURG, OR 97446

To the owner or operator of the water or wastewater utility:

Oregon Housing and Community Services (OHCS) recently shared an update on the Low-Income Household Water Assistance (LIHWA) Program. LIHWA is a new federal emergency water and wastewater assistance program, established and funded through the 2021 Consolidated Appropriations Act (CAA) and the 2021 American Rescue Plan Act (ARPA). The LIHWA Program is designed to provide low-income households with assistance for paying drinking water and wastewater utilities. Households who are at or below 60% State Median Income (SMI) may be eligible for the program.

Oregon received \$13.8 million for the LIHWA Program, which will be available through September 30, 2023, or until funds are exhausted, whichever comes first. OHCS is anticipating LIHWA assistance to be available to the public in January 2022. There are two preliminary steps required to make this happen.

First, OHCS initiated grant agreements with the Community Action Agency (CAA) network, who will then partner with water utilities and culturally responsive organizations on the local level to distribute assistance. The program is designed such that residential customers will apply to their local CAA for assistance. The CAA will determine eligibility and payment amount and then make a direct payment to the water/wastewater utility on behalf of the residential customer.

Second, which is of importance to water/wastewater utilities, OHCS has developed a Vendor Agreement for utilities to sign on with the local CAA as official participants in the LIHWA Program. The Vendor Agreement will enable water/wastewater utilities to share residential customer arrearage information with the CAAs and enable CAAs to submit payments to the water/wastewater utilities.

Included is the vendor agreement necessary to enable Community Services Consortium to commit and pay LIHWA assistance to your utility on behalf of your eligible customers. Please contact Community Services Consortium with any questions or concerns as soon as possible; Connie Johnson, Energy Assistance Manager, may be contacted at 541-704-7647 or cjohnson@communityservices.us. Information, documents, and recordings of OHCS engagement for the LIHWA Program are available on the [LIHWA website](#).

To participate with Community Services Consortium in this program, please sign and return the enclosed Vendor Agreement. Our Executive Director will sign the Agreement on behalf of Community Services Consortium, and we will return a fully signed copy for your records. Thank you for your time and dedication to your customers.

Sincerely,

Emely A. Day

Emely A. Day – Executive Assistant – Administration
250 Broadalbin Street, SW, Suite 2A – Albany, OR 97321
541-704-7643 – eday@communityservices.us
www.communityservices.us

Albany Regional Office
250 Broadalbin St. SW, Suite 2A
Albany, OR 97321
541.928.6335

Corvallis Regional Office
917 NW Grant Avenue, Suite B
Corvallis, OR 97330
541.752.1010

Newport Regional Office
120 NW Avery Street
Newport, OR 97365
541.265.8505

Head Start in Lincoln County
2130 SW Lee Street – P. O. Box G
Lincoln City, OR 97367
541.996.3028

CONTRACT FOR WATER ASSISTANCE PROVISIONS
BETWEEN
COMMUNITY SERVICES CONSORTIUM
AND
CITY OF HARRISBURG

This Low-Income Household Water Assistance (LIHWA) Program Agreement ("Agreement") is entered into by and between COMMUNITY SERVICES CONSORTIUM ("Agency"), CITY OF HARRISBURG ("Vendor"), and the Oregon Housing and Community Services Department, together with its successors and assigns ("Department"), (each a "Party" and collectively the "Parties") under the following terms:

1. Entire Contract

- a) This Agreement is the mechanism by which all Parties can carry out the provisions of the Low-Income Household Water Assistance (LIHWA) Program.
- b) It is understood and agreed that the entire contract between the Parties is contained in this Agreement.
- c) This Agreement supersedes all previous commitments, promises, and representations either oral or written, between the Parties relating to the subject matter hereof.
- d) The person signing this Agreement on behalf of the Vendor certifies and attests that the Vendor has the power and authority to enter into and perform this Agreement and that the signor has full and complete authority to bind the Vendor.
- e) All the words and phrases used in this Agreement shall have the meanings given herein or as used in the LIHWA Program Requirements and other related requirements unless the context clearly requires otherwise.

2. Definitions

- a) Authorization means a form that contains the Eligible Household's account number, name of person applying for LIHWA assistance, name on the account, address of Eligible Household, and amount of the LIHWA Payment to be applied to the Eligible Household's account.
- b) Commitment means the initial communication that an Eligible Household has qualified for LIHWA Payments and serves as notice of the forthcoming Authorization.
- c) Eligible Household means a household receiving services from the Vendor that has been determined, by the Agency in accordance with LIHWA eligibility guidelines, to be eligible for a LIHWA Payment.
- d) LIHWA Payment(s) includes regular and crisis payments made by the Agency to the Vendor on behalf of Eligible Households for eligible drinking water and/or wastewater service charges (including re-connection charges, fees, penalties, or reduction of current charges and fees).

3. The Agency agrees to do the following:

- a) To assign a vendor number/business code to each Vendor after the Agreement is fully executed.
- b) To obtain an Eligible Household's consent through a Release of Information in order for the Agency to initiate two-way communication with the Vendor regarding Account information (such as current amount owed, status of service, and crisis situation indicators).
- c) To effectuate LIHWA Payments to the Vendor on behalf of Eligible Households, including:
 - i. Notifying the Vendor of Commitments through an agreed-upon format (i.e., direct portal input, written, oral, etc.),
 - ii. Notifying the Eligible Household of Commitments made to Vendor,
 - iii. Pursuant to Commitment, submitting payment to the Vendor promptly and no later than 45 days after Commitment issued, and
 - iv. Prior to receipt of payment, notifying Vendor of any changes to Commitments caused by federal or state law.
- d) To issue to Vendor a single check or Automated Clearing House (ACH) payment that includes benefits for all Eligible Households. A payment register precedes the check or ACH deposit. The register includes the names

of the Eligible Households, the account names and numbers, the amounts to be applied to each account, and the addresses and counties of residence of the Eligible Households.

- e) To inform the Vendor in the case an Eligible Household is in crisis or life-threatening situation and speaking to the Vendor on behalf of the Eligible Household when a member of the Eligible Household is not present or does not have accessibility to such a discussion.

4. The Vendor agrees to do the following:

- a) To refer its customers to the Agency for assistance.
- b) To charge all Eligible Households using the Vendor's normal billing process.
- c) To charge all Eligible Households the price normally charged for drinking water and/or wastewater services supplied to non-eligible households, except for other billing assistance and/or discount programs.
- d) Not to exclude or discriminate against any Eligible Households with respect to cost of services, terms, deferred payment plans, credit, conditions of sale, or discounts and programs offered to non-eligible households.
- e) Not to treat any Eligible Households adversely because of receipt of LIHWA assistance.
- f) To continue to apply the regular drinking water and/or wastewater service charges and credits of payments in regular fashion, even in consideration of a Commitment or LIHWA Payment.
- g) To process all LIHWA Payments, on behalf of Eligible Households from the Agency, including:
 - i. Applying a credit notation to the Eligible Household's account as soon as the Vendor receives a LIHWA Authorization from the Agency.
 - 1. This credit can only be applied to water and wastewater related charges and fees.
 - 2. This credit cannot be applied to charges and fees including but not limited to police, streetlights, and garbage service.
 - ii. Applying and itemizing LIHWA Payments for all Eligible Households identified in the LIHWA Payment Register as directed by the Agency.
 - iii. Posting all payments to Eligible Household accounts promptly after being received, no later than the next billing cycle.
 - iv. If a LIHWA Payment cannot be credited to the Eligible Household's account, processing a refund, according to the Oregon LIHWA Vendor Refund Policies, directly to the Eligible Household within thirty (30) days.
- h) To discuss the Eligible Household's crisis or life-threatening situation with the Agency, speaking on behalf of the Eligible Household when a member of the Eligible Household is not present or does not have accessibility to the discussion.
- i) To cooperate with the Agency, once informed of the crisis or life-threatening situation and in receipt of a Commitment, to resolve the Eligible Household's situation related to drinking water and/or wastewater services with urgency.
- j) To comply with Oregon LIHWA Vendor Refund Policies, as described below in this Agreement.
- k) To maintain an accounting system and supporting fiscal records that represent the amounts and billing of drinking water and/or wastewater services provided to Eligible Households.
- l) To fully cooperate with the Department's and Agency's monitoring practices, including but not limited to providing requested documentation for Federal representatives or Oregon Secretary of State representatives within set time frames, as well as communicating with Department or Agency staff.
- m) To provide at no cost to the Department, Eligible Household, or Agency, written information on an Eligible Household's drinking water and/or wastewater services costs, bill payment history, and/or arrearage history for no more than the previous 12 monthly billing periods, even when it may be from a prior occupant household.
- n) To provide at no cost to the Department or Agency, or an authorized agent to the Department or Agency, for the purposes of research, evaluation, and analysis, information on household drinking water and/or wastewater services costs and usage for Eligible Households.
- o) **Program Requirements:** Vendor agrees to timely satisfy all requirements of this Agreement, including all LIHWA Regulations or other forms of LIHWA federal guidance, as applicable, and all other applicable federal, state, and local statutes, rules, regulations, ordinances, and orders (all of the foregoing, as amended from time to time, collectively, the "Program Requirements") to the satisfaction of Department or Agency.

5. Termination

- a) This Agreement shall terminate upon the earliest to occur of the following events:
 - i. A change in the requirements of applicable Federal or State regulations for LIHWA administration,
 - ii. A change in the state plan for administering LIHWA that affects the terms and conditions of this Agreement,
 - iii. Thirty (30) days' written notice of termination by any Party,
 - iv. Mutual consent of all Parties,
 - v. Any license or certificate required by law or regulation to be held by the Vendor to provide services outlined in this Agreement is denied, revoked, or not renewed, or
 - vi. The end of the LIHWA program year, which begins on January 1, 2022 and ends on September 30, 2023.
- b) This Agreement will terminate effective immediately upon determination by the Department that the Vendor is not in compliance with the terms of this Agreement, including the Program Requirements. The Vendor will be notified within ten (10) days of termination.
- c) Termination by any Party shall not discharge any obligations owed by any Party to another or to an Eligible Household or any liability, which has accrued prior to termination.
- d) The rights and remedies of any Party provided in this Agreement shall not be exclusive and are in addition to any other rights and remedies provided by law.

6. Miscellaneous

- a) **Subcontracts:** The Vendor shall not enter into any subcontracts, beyond those already in place for normal and current billing operations, for any of the services provided under this Agreement without obtaining prior consent from the Department or Agency. The Vendor shall also provide the subcontract agreement(s) with this Vendor Agreement (see Attachment A).
- b) **Amendments:** The terms of this Agreement shall not be waived, altered, modified, supplemented, or amended, in any manner whatsoever, except by written instrument between the Parties.
- c) **Execution and Counterparts:** This Agreement may be executed in counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.
- d) **Severability:** If any court of competent jurisdiction shall hold any provision of this Agreement invalid or unenforceable, such holding shall not invalidate or render unenforceable any other provision hereof.
- e) **Assignment:** The Vendor shall not assign or transfer its interest in this Assignment without the express written consent of the Department and Agency.
- f) **Waiver:** The failure by any Party to enforce any provision of this Agreement shall not constitute a waiver by another Party of that or any other provision.
- g) **Independent Contractors/Workers' Compensation Coverage:** Vendor and Agency are independent contractors under this Agreement; and both covenant, warrant, and affirm that neither they nor any of their agents, representatives, or employees are an officer, employee, or agent of the other party. Vendor and Agency further covenant, warrant and affirm that they shall provide Workers' Compensation insurance for their prospective employees and require such by their subcontractors.
- h) **Indemnity:** Subject to any applicable limitations in the Oregon Constitution and the Oregon Tort Claims Act, each Party (the "Indemnifying Party") shall save, defend (consistent with ORS chapter 180), indemnify, and hold harmless the other Party, the Department and each of their officers, agents, employees, and members (the "Indemnified Parties") from all claims, suits, or actions of whatsoever nature (collectively, "Claims") to the extent resulting from or arising out of the negligent or wrongful acts or omissions of the Indemnifying Party or its subcontractors, agents, or employees in its performance or non-performance of its obligations under this Agreement unless such Claims primarily result from the Indemnified Party or Parties' negligence, gross negligence, or willful misconduct. In no event shall either Party be liable to the other for Claims in an amount more than \$50,000 per event.
- i) **Successors in Interest:** The provisions of this Agreement shall be binding upon and shall inure to the benefit of the Parties hereto, and their respective successors and assigns, if any.
- j) **Force Majeure:** A Party shall not be held responsible for delay or default as a result of an event or action beyond its reasonable control, including without limitation, fire, riots, acts of God, or war.
- k) **Governing Law:** This Agreement is governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law.

- l) **Merger:** This Agreement constitutes the entire Agreement between the Parties. No waiver, consent, modification, or change of terms of this Agreement shall bind either Party unless in writing and signed by both Parties.
- m) **Mediation:** In the case the Parties become involved in a dispute regarding any part of this Agreement, the Parties shall submit to mediation prior to the commencement of litigation to enforce this Agreement. The mediator shall be an individual mutually acceptable to all Parties. Each Party shall pay its own cost for the time and effort involved in mediation and agrees to split equally the cost of the mediator. All Parties agree to exercise best efforts and act in good faith to resolve all disputes.
- n) **Eligible Household Information Confidentiality:** Due to the obligations outlined in this Agreement, all Parties will have access to Confidential Information of Eligible Households, including but not limited to household member names, social security numbers, addresses, account numbers, account payments and balances, and income information. All Parties shall use appropriate safeguards to prevent the disclosure of Confidential Information to unauthorized third parties (which excludes, for example, compliance with applicable Public Records Laws or as required by an official court order) and shall prevent employees, agents, or subcontractors from accessing, copying, disclosing, or using any such Confidential Information.
- o) **Red Flag Rules:** All Parties agree to establish, maintain, and abide by reasonable policies and procedures designed to detect, prevent, and mitigate the risk of identity theft related to Eligible Households through the administration of LIHWA.
- p) **Funds Available and Authorized:** The Vendor understands and agrees that payment of amounts under this Agreement is contingent on the Department receiving appropriations or other expenditure authority sufficient to allow the Department and Agency to continue to make payments under this Agreement.
- q) **Effective Date and Duration:** This Agreement shall be effective upon execution by all Parties and shall remain in effect until terminated as described in the "Termination" section herein.
- r) **Further Acts:** Vendor will do, make, execute, and deliver all such further acts or writings as Department or Agency may require to protect the Department or Agency's rights under this Agreement.
- s) **False Claims Act:** The Parties acknowledge the Oregon False Claims Act, ORS 180.750 to 180.785, applies to any "claim" (as defined by ORS 180.750) made by (or caused by) a Party that pertains to this Agreement or LIHWA Payments for Eligible Households. The Parties certify that no claim is or will be a "false claim" (as defined by ORS 180.750) or an act prohibited by ORS 180.755. Each Party further acknowledges, in addition to the remedies under this Agreement, if it makes (or causes to be made) a false claim or performs (or causes to be performed) an act prohibited under the Oregon False Claims Act, the Oregon Attorney General may enforce the liabilities and penalties provided by the Oregon False Claims Act against the Party.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed by their duly authorized representatives as of the date(s) written below.

VENDOR: CITY OF HARRISBURG

By: _____

Date: _____

Print: _____

Title: _____

AGENCY: Community Services Consortium

By: _____

Date: _____

Print: Pegge McGuire

Title: Executive Director

Oregon's Low-Income Household Water Assistance (LIHWA) Program Vendor Refund Policy

1. **Credit Balances** – Unless there is an event otherwise noted in this Refund Policy, all LIHWA Payments that create a credit balance remain on the Eligible Household's account until exhausted.
2. **Ineligible Credit Balances** – In the event that a LIHWA Payment cannot be applied to the Eligible Household's account, the remaining balance shall be returned to the Eligible Household within thirty (30) days after the Vendor receives the LIHWA Payment.
3. **Deposits** – All deposits and accrued interest become the property of the Eligible Household and shall be returned to the Eligible Household at the time specified in the deposit agreement in a manner consistent with applicable administrative rules, approved tariffs, and other law.
4. **Voluntary Closure and Moves** – If the Eligible Household voluntarily closes the account that received a LIHWA Payment or moves to another service address that the Vendor does not represent, any credit balances resulting from a LIHWA Payment shall be refunded to the Eligible Household. If the Eligible Household moves to another service address by which the Vendor does represent, any credit balances resulting from a LIHWA Payment shall be transferred to the new address.
5. **Inability to Locate Eligible Household** – In the event that the Vendor is unable to locate the Eligible Household within one (1) year after service has been discontinued for any reason, any unused portion of a LIHWA Payment shall be returned to the Oregon Department of State Lands as unclaimed property.
6. **Deceased Eligible Household** – In the event a LIHWA Payment remains on the Eligible Household's account and the account is closed, the Vendor shall return the LIHWA Payment credit balance to the Department no later than the end of the program year. The Vendor shall submit a check to the Department with the notation of number six of this Refund Policy.
7. **Return Address for Refunds to the State of Oregon – Mail refunds to:**

OREGON HOUSING AND COMMUNITY SERVICES, ENERGY SERVICES SECTION
 ATTN: LIHWA PROGRAM REFUND
 725 SUMMER STREET NE, SUITE B
 SALEM, OR 97301

Refunds must include the following information: Eligible Household name, Eligible Household address, Name of Agency that provided LIHWA Payment to Eligible Household, Date of LIHWA Payment to Vendor, Reason for the return.
8. **Incorrect Payments** – All Agencies and Vendors are required to review the LIHWA Payments register for accuracy. In the event an Agency makes a payment in error, the Agency must correct the error within thirty (30) days of the error's discovery; and the Agency is responsible for any applicable late charges, interest, or other penalties that cannot be waived in good faith. LIHWA Payments made in error must be corrected by the Agency and will be refunded from subsequent LIHWA Payments made to the Vendor. In the event the Vendor credits an account in error due to causes other than Agency error or otherwise misappropriates LIHWA Payments, the Vendor must correct the error within thirty (30) days of the error's discovery and is responsible for any applicable late charges, interest, or other penalties that cannot be waived in good faith.

Drinking Water and/or Wastewater Utility Vendor Information

Vendor Name		
Primary Contact Name	Primary Contact Phone	Customer Service Phone
Primary Contact Mailing Address	Primary Contact Fax	Primary Contact Email
Payment Contact Name	Payment Contact Phone	
Payment Contact Mailing Address	Payment Contact Fax	Payment Contact Email

Legal Name (For tax purposes)			
Taxpayer Identification Number (TIN)			
Type of TIN			
	Federal Employer ID Number (FEIN)		Social Security Number (SSN)
	Individual Taxpayer ID Number (ITIN)		
Type of Entity			
	Individual/Sole		Limited Liability Company
	Corporation		Government Entity

Counties served (Please check all that apply)							
	Baker		Douglas		Lake		Tillamook
	Benton		Gilliam		Lane		Umatilla
	Clackamas		Grant		Lincoln		Union
	Clatsop		Harney		Malheur		Wallowa
	Columbia		Hood River		Marion		Wasco
	Coos		Jackson		Morrow		Washington
	Crook		Jefferson		Multnomah		Wheeler
	Curry		Josephine		Polk		Yamhill
	Deschutes		Klamath		Sherman		

Tribes Served (Please check all that apply)			
	Burns Paiute		Confederated Tribes of Warm Springs
	Confederated Tribes of Coos, Lower Umpqua, and Siuslaw Indians		Cow Creek Band of Umpqua Indians
	Confederated Tribes of Grand Ronde		Coquille Indian Tribe
	Confederated Tribes of Siletz		Klamath Tribes
	Confederated Tribes of Umatilla Reservation		

Agenda Bill

Harrisburg City Council

Harrisburg, Oregon

THE MATTER OF REVIEWING AND DISCUSSING THE STRATEGIC PLAN FOR 2023-2027

STAFF REPORT:

Exhibit A: Draft Strategic Plan

Exhibit B: Final 2015-2019 Strategic Plan

ACTION: FOR DISCUSSION

THIS AGENDA BILL IS DESTINED FOR: Work Session – February 25, 2022

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
N/A	N/A	N/A

STAFF RECOMMENDATION:

Staff recommends Council review, and direct the City Administrator to provide further changes if desired

BACKGROUND INFORMATION:

At the January meeting, while reviewing the first draft of the proposed strategic plan, Council told staff that they wanted to see some specific changes in the Strategic Plan. The Strategic Plan should always be the Council's resource tool. It can look however they would prefer and can be changed at any time. The main purpose of a Strategic Plan is providing a guide to staff for what they should be focusing on over the next five years. It is also used as a document that informs the public on what their City Council is working on, and ultimately serves as a resource that helps guide the Vision and Mission of the City of Harrisburg.

Staff therefore revised the Strategic Plan (**Exhibit A**), removing some of the lines that were more of a best practice, and weren't specifically a goal of the City Council. Great Neighborhood Goal No. 1 and Objectives were changed to reflect affordable/low-income housing as part of our goals. If Council would like other actions to be taken in relation to housing, please let Staff know what kinds of actions that they would like Staff to take.

Staff also altered the economic development section, including some changes to the overall goals. Goals should remain relatively the same from year to year, but modifications are needed whenever updates are made, or goals are met. It seemed

time to revise these goals based on Council direction. I also removed 2022 from consideration on all of the action boxes, so that the program was a true 5-year plan.

Staff also provided the first Strategic Plan for comparison purposes (**Exhibit B**). We had multiple meetings during that first process, as we were updating our vision/mission, and deciding what kinds of goals should be implemented.

Council might like other changes to be made to this document and are encouraged to come prepared with suggestions. Staff did look at some nearby areas for their strategic plans. Surprisingly, only Philomath and Jefferson had Strategic Plans on their website. Some of the cities call it theirs Council Goals, and only have them available on their website, rather than through a document. A lot of them had goals, or older Strategic Plans, but had old and outdated materials on their websites.

The Council should provide direction to Staff, and after review, should be prepared to decide which items should remain our priorities. We could cut it down to a three or four priorities, but as we've stated in the past, so much of what we are working on currently is important to the City! Unless there are suggestions for substantial changes, staff will bring this back for adoption in the month of March.

REVIEW AND APPROVAL:

Michele Eldridge Date
City Administrator

Harrisburg Strategic Plan

FY2024~~2~~ – FY2026~~7~~



Prepared by City Staff
January 2024~~2~~

City Administrator Message

Mayor and City Council,

I am pleased to present the City of Harrisburg's FY2022 - 2027 five-year Strategic Plan. This plan will serve as a guide to fulfill Harrisburg's mission and vision through a number of goals, objectives and actions. As we discussed and then adopted our five-year plans in both 2020 and 2021, no one foresaw the full and continued impacts of COVID-19 on our City, state, and nation. Everyone had hoped that COVID would be under more control by the end of 2021. However, debate continues to swirl around public and private sector response to COVID-19, and we can now anticipate that the Coronavirus or its variants will continue in 2022 and likely beyond.



City Administrator Michele
Eldridge

There are four overarching themes in the plan, which bring focus to the mission and vision of the city and organize the long-term goals of the plan. The four themes of the plan are:

1. Great Neighborhoods
2. Public Safety
3. Economic Development
4. Efficient Governance

Within each theme are goals, objectives and actions. Most of the goals are intended to last for many years and should only change with shifting community values or new city opportunities or needs. The objectives and actions, however, are dynamic and should be modified to ensure the goals, vision, and mission of the city are being met.

The Strategic Plan fulfills the desires of the Mayor and City Council to be proactive and to plan ahead. The plan is intended to enhance the quality of life for our citizens and patrons, as well as ensuring the city organization is run with efficiency and effectiveness.

A special thanks to the management team involved in the development of this plan. Staff's contributions and expertise are vital. A good Strategic Plan depends on staff, as well as elected officials in both its formation and execution. Ultimately, of course, this plan belongs to the City Council. Their contributions and input are fundamental. It is hoped that the City Council members will frequently review this plan and team together with staff and the public to achieve the vision and mission it embraces.

Michele Eldridge
City Administrator



OUR MISSION

“Providing the highest quality public services
for a better hometown Harrisburg”

OUR VISION

“A vibrant and charming community that has a high quality of life, great neighborhoods, balanced economic growth, and quality public services”

OUR VALUES

The City of Harrisburg's Strategic Plan is governed by three key elements: our mission, vision, and values. Our Mission Statement reflects the character of our community and is based on the principles of service and commitment. Our Vision Statement honors our history and looks to a promising future to which this Strategic Plan is directed. Our mission and vision are built on the foundation of the following core values, by which our elected officials, employees and volunteers are expected to follow.

Transparent, Open, and Honest Government – This value reflects our most important responsibility to our citizens and customers. Our competence is measured and, in fact, reinforced through active engagement of those we serve. We maintain an organizational reputation for openness, honesty, and integrity.

Public Service – We are public servants. We proactively find solutions to the community's needs. We are accessible, responsive, respectful, consistent, and understanding. We provide assistance beyond our customers' expectations.

Fiscal Responsibility – Proper use of public resources is a trust which we honor and protect. In our management of this trust, we must avoid even the appearance of impropriety. In our management of public funds, we constantly strive for the greatest possible efficiency and effectiveness.

Personal Honesty and Integrity – Each of us demonstrates the highest standards of personal integrity and honesty in our public activities to inspire confidence and trust in our government.

Excellence – Excellence is shown by being creative, professional, innovative, showing initiative, and being committed to our community. In this pursuit, we support continuing education and training for everyone in the organization.

Teamwork – We are a team that supports each other and the community, and we emphasize a high level of trust. We embrace a spirit of teamwork, empowerment, cooperation, collaboration, and community. We operate under the Together Everyone Accomplishes More (T.E.A.M.) concept.

Diverse and Humane Organization – We are an organization that honors diversity and protects individual rights. Open communication, respect for others, compassion, and a sense of humor are essential tools in our organization. We value the cultural and social diversity that is reflected in our community, and we welcome the changes and new perspectives that this diversity brings to us.

Strategic Plan Themes

The Strategic Plan has four main themes that reflect our Mission and Vision Statements: Great Neighborhoods, Public Safety, Economic Development, and Efficient Governance. Specific goals, objectives, and actions related to these four themes will allow the city to achieve its mission and ~~create~~ follow the vision of the community.

Each theme ~~is followed by~~ includes the City's primary goals under that theme for the foreseeable future. The goals should remain constant over time and only be revised to reflect significant community changes or unanticipated events. A list of measurable objectives with benchmarks helps us track progress towards the goals. Objectives are generally identified to cover the five-year strategic planning period from the date they are adopted. Action items are the steps needed to meet the objective. Many more strategies and action items will be developed throughout the organization to align the entire organization with the goals and objectives identified in this plan.

This Plan is intended as a work in progress. While the mission, vision, values, and goals should remain constant, the objectives and action items will need periodic review and adjustment. We will track progress through regular reporting on the measures, and they will be incorporated into organization and community publications. The annual Budget and Capital Improvement Program will serve as reporting and implementing policy documents, that bear close relationships with the Strategic Plan. The Comprehensive Plan, Transportation System Plan, Water Master Plan, Wastewater Master Plan, Storm Drainage Plan, and Parks Master Plan, and related planning documents also support the Strategic Plan.

The Plan, although adopted near the beginning of the calendar year, depends on the Fiscal Year for its annual progress or implementation. For example, a plan objective identified to be accomplished in 2016 means Fiscal Year 2016-17. (July 1, 2016 – June 30, 2017) The timing of the adoption of the plan allows the City Council to have a mid-year check on how the prior year's plan objectives are progressing, and also assists City staff with preparing the budget to assist with the Council's priorities adopted in the Plan.

Council Priorities

The City Council previously identified its priority objectives and actions for Fiscal Year 2019-20 from out of the strategic plan. The following table lists the priorities and updates as the date of this plan update.

Objective / Action #	Description
#4 #4. A & 4. B	Achieve, <u>Develop</u> and Maintain Total City park land inventory at a minimum of 7 acres per 1,000 residents. <u>(We now have 25.9 acres of park land for each 1,000 residents; although the large majority of it is currently undeveloped!)</u>
#5	Review and update the Transportation System Plan (TSP), and Transportation SDC's. <u>IN PROGRESS</u>
#6	Provide safe and accessible streets and sidewalks for the entire community, by seeking temporary and permanent funding opportunities. <u>IN PROGRESS</u>
#7	Make Regular and substantive improvements to City streets. <u>IN PROGRESS</u>
#10	Bring community awareness to crime issues in our city and work to create solutions to reduce and prevent crime. <u>IN PROGRESS – AND TO BE MORE EMPHASIZED.</u>
#12	Provide second sanitary sewer crossing beneath the railroad tracks. <u>ORIGINAL PROJECT ALMOST COMPLETED; THIS PROJECT NOW EXPANDED</u>
#13	Provide a Capital Improvement Plan and System Development Charges (SDC) program that encourages development. <u>IN PROGRESS: TRANSPORTATION AND PARKS SDC'S WILL BE UPDATED IN THOSE MASTER PLANS.</u>

Commented [ME1]: Suggest we stick with #4, but the objective has been slightly changed.

I. Great Neighborhoods

Goals:

- **Goal 1:** Develop and maintain diverse neighborhoods where citizens will take pride in where they live. Create affordable and/or low-income housing opportunities while preserving and improving existing affordable housing.
- **Goal 2:** Provide diverse recreational, cultural, and educational opportunities for our citizens and visitors.
- **Goal 3:** Provide a functional transportation system that supports all modes of transportation.

Great Neighborhood Objectives:

Goal 1: Develop and maintain diverse neighborhoods where citizens will take pride in where they live. Create affordable and/or low-income housing opportunities while preserving and improving existing affordable housing.

Objective 1: Review and update the Harrisburg Zoning and Subdivision Ordinances, and assure the ordinances reflect changing community conditions, as well as provide greater flexibility in order to facilitate and promote a variety of development opportunities including a wide choice of types of housing, as well as commercial and industrial development

Actions: Complete a comprehensive re-write of the city's subdivision and zoning ordinance by Dec 31, 2024-July 30, 2022. Thereafter, review and update the ordinance biennially starting in 2025.



Zoning Map

Objective 2: Initiate water conservation measures and best-practices community education programs. (This project remains-put on hold due to COVID, plus major Street and Water Projects) [Public Works]

Actions: Present annually water conservation presentations to the public at various venues such as the Harrisburg Schools, Senior Center, Library, or HART Center. Inform the community on the importance of conservation methods through the use of our newsletter, social media and our website. Provide homeowner community education classes on increasing irrigation efficiency, low flow fixtures, proper watering techniques, and landscape management to further reduce their monthly water bills.

Objective 3: Create affordable and/or low-income housing opportunities while preserving and improving existing affordable housing.

Actions: Work with contractors and developers to allow for flexibility, and to expedite processes wherever possible. Start marketing our developable residential properties when the water system is closer to completion, with direct mailing to builders' associations, and contractors who are located in our regional area.

I. Great Neighborhoods

Measures

Objective	Measure	FY2023	FY2024	FY2025	FY2026	FY2027
4.a	Major Zoning/Subdivision Ordinance Revision					
1.ba	Biennial Review of Zoning/Subdivision Ordinances	X		X		X
2	Initiate water conservation practices and public education	Ongoing X	Ongoingx	Ongoingx	Ongoingx	
3	Work to provide flexible, expedited service wherever possible in relation to residential developments; direct mail builders associations and regional contractors	X	Direct Mail	X	X	x

Goal 2: Provide diverse recreational, cultural, and educational opportunities for our citizens and visitors.



Harrisburg Library

Objective 34: Promote and encourage more patron use of the Library. (Library use still somewhat limited due to COVID limitations) [Library]

Actions: ~~Electronic/Digital Library access to be provided to patrons as part of Library Services in July 2021 (Completed).~~
Continue to Re-establish Library Programs as pPandemic allows.

Objective 45: ~~Achieve Develop~~ and maintain and improve total City park land inventory, ~~at a minimum of 7 acres per 1,000 residents.~~ [City Administrator]

Actions: ~~Purchase of 100-acre parcel from Knife River now accomplished. Develop existing and future parklands. Apply for grants to assist in developing existing and future parklands. Revise/Complete the Update Parks Master Plan, and revise Parks SDC's with the next step being new Parks Development, as well as improving our existing parks, and making them more accessible.~~

Objective	Measure	FY2023	FY2024	FY2025	FY2026	FY2027
43	New Library Programs/ Addition of Electronic/Digital Library Access by July 2021	1	1	1	1	<u>1</u>
45.a	Apply for and acquire grants to develop existing and future parklands.		OPRD		OPRD	
45.b	Update Parks Master Plan and Parks SDC's, funded by the OPRD grant. (If awarded)	<u>Complete</u> 25%				
45.c	Obtain development and facilities plan for 132-acre park <u>existing parks, making them more accessible.</u>	50%	50%			

I. Great Neighborhoods

Goal 3: Provide a functional transportation system that supports all modes of transportation.

Objective 56: Review and update the Transportation System Plan (TSP), and Transportation SDC's. [Public Works, City Administrator]

Actions: ~~Application for a grant through the Oregon Department of Transportation (ODOT) Transportation Growth Management (TGM) program was denied. Work with consultant provided through and by ODOT/TGM Grant to complete a new Transportation System Plan (TSP). Complete a prioritized project list of needed transportation improvements that address the UGB expansion and other changing conditions, while updating the Transportation SDC's, and to detail a prioritized project list of needed transportation improvements.~~



4th Street Railroad Project

Objective 6: Provide safe and accessible streets and sidewalks for the entire community, by seeking temporary and permanent funding opportunities. [Public Works, Finance/Deputy Recorder]

Actions: ~~Create and implement budget policies that increase the street maintenance fund. Seek alternative permanent street funding options.~~

Objective 7: Make regular and substantive improvements to City Streets. ONGOING

Actions: Repair/Upgrade City Streets to at least a 'C' Standard. Design and construct a long-term rail/roadway solution with the railroad. Determine how to fund this project.

Objective 8: Review and Update Franchise Agreement with BNSF prior to expiration in 2022.

Actions: Review and Update Franchise Agreement with BNSF.

Objective 9: Apply for SRTS Grant to Improve the west side of N. 9th St. with curbs, gutters, and sidewalks from Smith St. to Diamond Hill Rd.

Actions: Apply for SRTS Grant in 2022/2023.

9th St. @ Burton, and nearby– SRTS Project



Commented [ME2]: We've already established this as policy, so we don't need to continue to list this unless we are having a problem with funding.

I. Great Neighborhoods

Objective	Measure	FY2023	FY2024	FY2025	FY2026	FY2027
<u>56.a</u>	<u>Obtain TGM grant and complete TSP update in order to assure a transportation network that is prepared for growth. If the grant remains unfunded, offset costs by using transportation SDC's. Work with Consultant on a new Transportation System Plan.</u>	<u>Finish TSP</u> <u>Hire Consultant</u>	<u>Begin Implementation</u> <u>Finish TSP</u>	<u>Ongoing</u> <u>Begin Implementation</u>	<u>Ongoing</u> <u>N/A</u>	<u>N/A</u>
<u>6.b</u>	<u>Complete a prioritized project list of needed transportation improvements that address the UGB Expansion and other changing conditions; and update Transportation SDC's.</u>	<u>Project List</u>	<u>Update SDC's</u>	<u>Ongoing Implementation</u>	<u>N/A</u>	<u>N/A</u>
<u>6</u>	<u>Explore options and implement an increase in revenue to the street maintenance fund. Target is \$250,000 per year.</u>	<u>\$250,000</u>	<u>\$250,000</u>	<u>\$250,000</u>	<u>\$250,000</u>	
<u>77.a</u>	<u>Repair/Upgrade City Streets to at least a 'C' standard; IAW Cities "Street Assessment Report 2016".</u>	<u>x</u>	<u>x</u>	<u>x</u>	<u>x</u>	<u>x</u>
<u>7.b</u>	<u>Design and Construct a long-term rail/roadway solution with BNSF</u>	<u>Establish</u>	<u>Seek Grants if necessary</u>			
<u>88</u>	<u>Review and Update Franchise Agreement with BNRR prior to expiration in 2022by 2023</u>	<u>x</u>				
<u>9</u>	<u>Apply for SRTS Grant in 2022/2023</u>	<u>Apply</u>	<u>Develop New Project</u>	<u>Apply</u>		

II. PUBLIC SAFETY

Goals:

- **Goal 1:** Ensure public safety by protecting people and property.
- **Goal 2:** Provide safe and reliable drinking water, sewage disposal and drainage systems.

Public Safety Objectives:

Goal 1: Ensure public safety by protecting people and property.

Objective 910: Continue participation in FEMA National Flood Insurance Program and consider participation in the Community Rating System (CRS) program. (This program continues to be delayed by the COVID-19 Pandemic) [City Recorder, City Administrator]

Actions: Consider making application to participate in the CRS, after participating in training provided by FEMA/CRS Oregon Group.

Objective 101: Bring community awareness to crime issues in our City and work to create solutions to reduce and prevent crime. [City Administrator]

Actions: COVID-19 effectively prevented holding quarterly community crime prevention forums; Establish and strengthen neighborhood watch groups and neighborhood watch patrol when allowed. The City did work with LCSO to establish a statistical crime reporting baseline and which -plan now provides quarterly updates to the City Council and the public on progress in reducing crime-. Work on improving/enhancing relations and accessibility to law enforcement agencies and programs

Objective	Measure	FY2023	FY2024	FY2025	FY2026	FY2027
910	Consider Applying to the CRS rating program with FEMA	n/aMake Decision	n/aOngoing if Applicable		x	
101.a	Quarterly Community Crime Prevention Forums	4	4	4	4	4
101.b	Establish Neighborhood Watch groups & Work with LCSO	Ongoing x	Ongoing x	Ongoing x	Ongoing x	x
11.c	Work on Improving/Enhancing Communication, Relations & Accessibility to Law Enforcement Agencies & Programs.	Establish	Update Program	x	Update Program	x

Commented [ME3]: Should we keep this section in here at all, or remove it because 11.c is updated, and I feel more relevant?

II. PUBLIC SAFETY

Goal 2: Provide safe and reliable drinking water, sewage disposal and drainage systems.

Objective 142: Design, build, and operate a conventional Water Treatment Plant. [Finance/Deputy Recorder, Public Works]

Actions: Detailed engineering plans underway now complete. Start of construction scheduled for 23rd quarter of 2021. Over 5,150 9,450 feet of waterline have been replaced in by the end of 20201.



Objective 123: Provide second sanitary sewer crossing beneath the railroad tracks, and add slipline to existing sewer line City crews repairing sanitary sewer system under the RR Tracks, businesses, and N. 3rd St.. [Public Works]]

Actions: Design and construct a pump station or alternate; and piping beneath the BNR railroad crossing. Second sanitary sewer crossing and add slipline to the existing sewer line located under the RR Tracks, through businesses, and N. 3rd St. to the main lift station.

Objective 14: Replace the main sewer pressure line from City's Main Lift Station to WW Treatment Facility.

Actions: Design and replace the main sewer pressure line from City's Main Lift Station to WW Treatment Facility.

Objective	Measure	FY2023	FY2024	FY2025	FY2026	FY2027
142	Re-bid/Construct and Operate Water Treatment Facilities	25%	40%	Complete	N/A	N/A
13.a	<u>Design and Finish construction of a pump station to complete the secondary sanitary sewer line</u>	<u>n/a75%</u>	<u>n/aComplete</u>	n/a	N/A	
13.b	<u>Add Slipline to Existing Sewer Line under the RR Tracks, businesses and N. 3rd St.</u>	<u>10%</u>	<u>10%</u>	<u>10%</u>	<u>10%</u>	<u>10%</u>
13.b4	<u>Slipline Design and replace the existing sewer pressure line from City's Main Lift Station to WW Treatment Facility.</u>	<u>10%</u>	<u>10%</u>	<u>10%</u>	<u>10%</u>	<u>10%</u>

III. Economic Development

Goal 1: Business Friendly—Promote an environment where businesses come, stay, and thrive through improved infrastructure, less red tape, and partnerships. Create an encouraging business environment by providing business resources, addressing regulatory barriers, and utilizing regional partnerships such as Oregon R.A.I.N., the Tri-County Chamber of Commerce, the Main Street Program and the Mid-Valley Partnership.

Commented [ME4]: These goals shouldn't be changed often, but at our meeting, I felt that Council really wanted to see something different. As with all components of this strategic plan, any part of it can be changed by Council.

Goal 2: Maintain and consider possible expansion of the Harrisburg Redevelopment Agency in order to continue downtown improvements and facilitate other development opportunities. Continue to promote the Harrisburg Redevelopment Agency by advocating for the program and completing projects that can facilitate development opportunities.

Goal 3: Position Harrisburg as a community prepared for and welcoming to new development. Collaborate with Harrisburg businesses, focusing on business retention, expansion, promotion, start-ups, and entrepreneurship. Work actively to promote the business core, and attract new businesses to Harrisburg

Economic Development Objectives:

Goal 1: Create an encouraging business environment by providing business resources, addressing regulatory barriers, and utilizing regional partnerships, such as Oregon R.A.I.N., the Tri-County Chamber of Commerce, the Main Street Program and the Mid-Valley Partnership.

Objective 15: Enhance Outreach to existing businesses. Work with regional partnerships to promote Harrisburg businesses and economic development. [City Administrator, City Recorder/Municipal Court Clerk]



Actions: Coordinate with Biz Oregon, the Tri-County Chamber of Commerce, OCWCOG, RAIN/MVP, OEDA and others to reduce development impediments and attract new, desired development. Develop economic-development-marketing plan-program and review/update as needed.

Actions: Using Main Street Resources at the Exploring Downtown level, continue to build stronger relationships with local businesses, establishing a Strategic Plan to develop promotions and attract new businesses.

III. Economic Development

Objective	Measure	FY2023	FY2024	FY2025	FY2026	FY2027
15.a	Coordinate closely with Biz Oregon, OCWCOG, OEDA, MVP and others to reduce development impediments and attract new, desired development	x	x	x	x	x
15.b	Develop marketing program and review/update as needed	Establish	Update		Update	
15.c	Strengthen Main Street Program by holding Quarterly Meetings, Establishing a Strategic Plan Workshop and developing promotions	Establish Strategic Plan Workshop & Qtly Meetings	Develop Promotions	Increase Meetings	*	*

Goal 2: Continue to promote the Harrisburg Redevelopment Agency by advocating for the program and completing projects that can facilitate development opportunities.

Objective 16: Utilize Urban Renewal dollars to maximize the total investment and redevelopment efforts in Harrisburg's downtown. Create anContinue to increase in the assessed value of the Harrisburg redevelopment area by making strategic public investments to spur private investments. [City Administrator, City Recorder/Municipal Court Clerk, Finance Officer/Deputy City Recorder]

Actions: Continue to promote the HRA ~~Loan and~~ Grant programs for redevelopment of downtown buildings. ~~Analyze opportunities to~~ Advocate for the expand URD program to outside taxing districts. or establish a new one. Incorporate funds from ARPA to catalyze Community & Economic Development in the historical downtown and commercial corridor.

Actions: Review the projects approved by Substantial Amendment No. 5, and analyze if tax proceeds can allow for expansion of projects, or the addition of new ones through a minor amendment.

Objective 1817: Continue to Preserve Willamette River Water Rights and utilize for possible Economic Development Opportunities. (City Administrator, Public Works)

Actions: Review in the future to verify requirements in order to utilize and preserve our water rights.

Objective	Measure	FY2023	FY2024	FY2025	FY2026	FY2027
16.a	Total Value of Private Investment Increased	\$100K	\$100K	\$150K	\$150K	\$150K
16.ba.	Advocate the URD program to outside taxing districts through marketing materials	X	X n/a	X n/a	X n/a	X n/a
16.be	Incorporate funds from ARPA to catalyze Community & Economic Development in the historical downtown and commercial corridor	\$ Remaining	\$ Remaining	n/a	n/a	n/a
16.c	<u>Review Approved Projects, and Analyze for Expansion or Addition of Projects through a minor amendment</u>	<u>Begin Review</u>	<u>Minor Amendment if needed</u>			
17.	Continue to Preserve Willamette River Water Rights and utilize for possible Economic Development opportunities. ON TRACK	X	X	X	Review & Discuss Requirements	Implementation

Commented [ME5]: This is always the goal of a URD. I advise removing it.

III. Economic Development

Goal 3: Collaborate with Harrisburg businesses, focusing on business retention, expansion, promotion, start-ups, and entrepreneurship. Work actively to promote the business core, and attract new businesses to Harrisburg

Objective 18: Using RAIN and the Tri-County Chamber of Commerce, work on establishing networking meetings with Harrisburg Businesses on a quarterly basis. Actively meet and collaborate with businesses to evaluate what business owners need from the City to improve/enhance their business.

Objective 19: Establish resources on the City Website and in City Hall for businesses. Include links to resources from RAIN, to promote entrepreneurship. Market Harrisburg Businesses through social media, website, and bi-annual newsletters and other promotional materials.

Objective	Measure	2023	2024	2025	2026	2027
<u>18.a</u>	<u>Meet with RAIN & Chamber of Commerce to Establish Networking Sessions in Harrisburg on a Quarterly Basis</u>	<u>Establish</u>	<u>Quarterly</u>	<u>Quarterly</u>	<u>Quarterly</u>	<u>Quarterly</u>
<u>18.b</u>	<u>Send Annual Survey, and Contact Businesses on an annual basis to Actively Collaborate on measures to evaluate business needs</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>
<u>19</u>	<u>Develop Business Resources Webpage, & New Business Packets,</u>	<u>Establish</u>		<u>Update</u>		<u>Update</u>

IV. Efficient Governance

Goal 1: Effectively and efficiently provide the services that Harrisburg's citizens need, want, and are willing to support.

Goal 2: Maintain a qualified, effective, and happy workforce.

Efficient Governance Objectives:

Goal 1: Effectively and efficiently provide the services that Harrisburg's citizens need, want, and are willing to support.

Objective 1920: Ensure transparent financial reporting and budgeting to the community. Maintain annual audit results establishing conformance to requirements and generally accepted accounting principles. [Finance Officer/Deputy City Recorder]



Harrisburg City Hall

Actions: Continue to publish annual budget and audit results on the City's website. Achieve annual audit with no reportable findings of non-compliance. Investigate software options that could provide greater transparency and access to city information and data.

Objective 201: Investigate and implement new technologies and workplace practices that save time and resources. [All Departments]

Actions: Implement technology and workplace practices that continue to reduce costs. ~~Purchase Oregon State Accela/E-permitting program~~

Objective 22: Update Capital Improvement Program, and Verify SDC's and other Fee Structures are still competitive

Objective	Measure	FY2023	FY2024	FY2025	FY2026	FY2027
1920	Reportable audit findings of noncompliance, <u>increase transparency in operations</u>	None	None	None	None	<u>None</u>
210.a	Continue to reduce service delivery costs, <u>and improve effectiveness of current services</u>	Maintain	Maintain	Maintain	Maintain	<u>Maintain</u>
20.b	<u>Purchase and Install Accela/State E-Permitting system</u>	n/a	n/a	n/a	n/a	
22	<u>Update Capital Improvement Program and Verify SDC's and other Fee Structures are still competitive in our regional area</u>	<u>Update CIP</u>	<u>Review SDC's & Fees</u>		<u>Review SDC's & Fees</u>	

Goal 2: Maintain a qualified, effective, and happy workforce.

Objective 21: ~~Timely, meaningful annual reviews are conducted for all full-time and part-time employees.~~ [All Departments]

Actions: ~~Employee evaluations are completed by the supervisor prior to an employee's anniversary date.~~

Commented [ME6]: This is a best practice, and shouldn't be a goal.

IV. Efficient Governance

Objective 223: Maintain staff that is well-trained, certified, and given opportunities for growth inside the City organization. [All Departments]

Actions: Employees and supervisors are encouraged to find relevant training opportunities to ensure employees are qualified for assigned work tasks. Where appropriate, supervisors shall cross-train employees. Budgeted funds for training shall be reviewed to assure necessary training is accomplished.

Objective 234: Perform Compensation Analysis to keep wages consistent for comparably sized or regional Cities to better retain employees. [City Recorder/Municipal Court Clerk]

Actions: Staff will perform Compensation Analysis on every three-year schedule. Determine a cost-of-living figure to apply to wages in years without a compensation analysis.

Objective	Measure	FY2023	FY2024	FY2025	FY2026	FY2027
24	100%-evaluations-completed-on-time	100%	100%	100%	100%	
223	Maintain certifications for employees <u>ON TRACK</u>	19	20	20	20	<u>20</u>
243.a	RFP/IGA with an agency for Compensation/Wage Analysis Services	n/a	100% for FY 24/25	n/a	n/a	<u>100% for FY 27/28</u>
24.b	<u>Determine a cost-of-living figure to apply to wages in years without a compensation analysis</u>	<u>Configure COLI</u>		<u>Configure COLI</u>	<u>Configure COLI</u>	

Harrisburg Strategic Plan

FY2015 – FY2019



**Prepared by City Staff
February 2015**

City Administrator Message

Mayor and City Council,

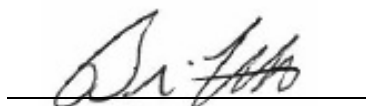
I am pleased to present the City of Harrisburg's five-year Strategic Plan. This plan will serve as a guide to fulfill Harrisburg's mission and vision through a number of goals, objectives and actions. There are four overarching themes in the plan, which bring focus to the mission and vision of the city and organize the long term goals of the plan. The four themes of the plan are:

1. Great Neighborhoods
2. Public Safety
3. Economic Development
4. Efficient Governance

Within each theme are goals, and objectives and actions. The goals are intended to last for many years and should only change with shifting community values. The objectives and actions however, are dynamic and should be modified to ensure the goals, vision, and mission of the city are being met.

The Strategic Plan fulfills the desires of the Mayor and City Council to look forward and plan ahead. The plan is intended to enhance the quality of life for our citizens and patrons, as well as ensuring the city organization is run with efficiency and effectiveness.

A special thanks to the management team involved in the development of this plan. Their contributions and input into the plan have been and will continue to be invaluable as we work together to accomplish the many objectives and actions identified in the plan.



Brian Latta
City Administrator





OUR MISSION

**“Providing the highest quality public services
for a better hometown Harrisburg”**

OUR VISION

“A vibrant and charming community that has a high quality of life, great neighborhoods, balanced economic growth, and quality public services”

OUR VALUES

The City of Harrisburg's Strategic Plan is governed by three key elements: our mission, vision, and values. Our Mission Statement reflects the character of our community and is based on the principles of service and commitment. Our Vision Statement honors our history and presents a promising future to which this Strategic Plan is directed. Our mission and vision are built on the foundation of the following core values, by which our elected officials, employees and volunteers are expected to act.

Transparent, Open, and Honest Government – This value reflects our most important responsibility to our citizens and customers. Our competence is measured and, in fact, reinforced through active engagement of those we serve. We maintain an organizational reputation for openness, honesty, and integrity.

Public Service – We are public servants. We are accessible, responsive, respectful, consistent, and understanding. We provide assistance beyond our customers' expectations, and we find effective solutions to problems that they bring to our attention.

Fiscal Responsibility – Proper use of public resources is a trust which we honor and protect. In our management of this trust, we must avoid even the appearance of impropriety. In our management of public funds, we constantly strive for the greatest possible efficiency and effectiveness.

Personal Honesty and Integrity – Each of us demonstrates the highest standards of personal integrity and honesty in our public activities to inspire confidence and trust in our government.

Excellence – Excellence is shown by being creative, professional, taking risks, showing initiative, and being committed to our community. In this pursuit, we support continuing education and training for everyone in the organization.

Teamwork – We are a team that emphasizes high levels of trust and cooperation and a commitment to excellent communications within the organization. We embrace a spirit of teamwork, empowerment, cooperation, collaboration, and community. We operate under the Together Everyone Accomplishes More (T.E.A.M.) concept.

Diverse and Humane Organization – We are an organization that honors diversity and protects individual rights. Open communication, respect for others, compassion, and a sense of humor are essential tools in our organization. We value the cultural and social diversity that is reflected in our community, and we welcome the changes and new perspectives that this diversity brings to us.

STRATEGIC PLAN THEMES

The Strategic Plan has four main themes that reflect our Mission and Vision Statements: Great Neighborhoods, Public Safety, Economic Development, and Efficient Governance. Specific goals, objectives, and actions related to these four themes will cause the city to achieve its mission and create the vision of the community.

Each theme is followed by the City's primary goals under that theme for the foreseeable future. The goals should remain constant over time and only be revised to reflect significant community changes or unanticipated events. A list of measureable objectives with benchmarks helps us track progress towards the goals. Objectives are generally identified to cover the five-year strategic planning period from the date they are adopted. Action items are the steps needed to meet the objective. Many more strategies and action items will be developed throughout the organization to align the entire organization with the goals and objectives identified in this plan.

This Plan is intended as a work in progress. While the mission, vision, values, and goals should remain constant, the objectives and action items will need periodic review and adjustment. We will track progress through regular reporting on the measures, and they will be incorporated into organization and community publications. The annual Budget and Capital Improvement Program will serve as reporting and implementing policy documents, identifying relationships with the Strategic Plan. The Comprehensive Plan, Transportation System Plan, Water Master Plan, Wastewater Master Plan, Drainage Plan, and Parks Master Plan, and related planning documents also support the Strategic Plan.

I. GREAT NEIGHBORHOODS

Goals:

- **Goal 1:** Develop and maintain diverse neighborhoods where citizens will take pride in where they live.
- **Goal 2:** Provide diverse recreational, cultural, and educational opportunities for our citizens and visitors.
- **Goal 3:** Provide a functional transportation system that supports all modes of transportation.

Great Neighborhood Objectives:

Goal 1: Develop and maintain diverse neighborhoods where citizens will take pride in where they live.

Objective 1: Review and update the Harrisburg Zoning and Subdivision Ordinances, and assure the ordinances reflect changing community conditions. [City Planner]

Actions: Review and update at least annually.

Objective 2: Preserve and enhance the Historic Resources/District in the city and seek technical and financial assistance. [City Planner]

Actions: By 2016 work with State Historic Preservation Office to become a Certified Local Government; Investigate the Oregon Main Street program and determine if the City should become a Main Street Community.

Objective 3: Enforce municipal ordinance violations that negatively impact property values, affect public safety, or diminish the quality of life of our residents. [City Administration]

Actions: Respond to all complaints; reduce the number of unresolved cases annually.

Objective 4: Create a Day of Service event, with the intent of cleaning up neighborhoods and marginalized public areas. [City Administration]

Actions: Determine a date on an annual basis for a Day of Service event, and create an inclusive program that addresses areas that need attention.

I. GREAT NEIGHBORHOODS (continued)

Measures

Objective	Measure	FY2015	FY2016	FY2017	FY2018	FY2019
1	Annual Zoning/Subdivision Ordinance updates	1	1	1	1	1
2	Become a Certified Local Government	1				
2	Investigate Oregon Main Street Program	1				
3	100% response to code enforcement complaints	100%	100%	100%	100%	100%
3	% of resolved cases per year	70%	75%	80%	80%	85%
4	Creation and implementation of Day of Service Program	1	1	1	1	1

Goal 2: Provide diverse recreational, cultural, and educational opportunities for our citizens and visitors.



Harrisburg Library

Objective 4: Review and analyze baseline data for library use in relation to current programs. [Library / City Recorder-ACA]

Actions: Review and analyze data on the number of library patrons, number of items checked out, number of programs offered and attendance at the programs.

Objective 5: Starting in 2016 increase number of library visits by 5 percent annually. [Library]

Actions: Add one new program per year; collaborate with the school district and other community organizations to determine ways to increase patron visits to the library; and, improve library visibility through signage, landscaping, and art.

Objective 6: Achieve and maintain total City park land inventory at a minimum of 7 acres per 1,000 residents. [City Administrator]

Actions: Acquire by purchase the 100-acre parcel from Knife River.

Objective 7: Promote, collaborate, and support the Harrisburg Area Museum. [City Administrator]

Actions: By the end of 2014, finalize the Operations and Management and Lease agreements between the City and the Harrisburg Area Museum. Continue City-participation on the Harrisburg Area Museum Board.



Harrisburg Area Museum Whitmer Bldg.

I. GREAT NEIGHBORHOODS (continued)

Objective 8: Organize a sesquicentennial celebration for the City in the year 2016. [City Administrator / City Recorder-ACA]

Actions: Form a sesquicentennial celebration committee; collaborate with the school district, fire district, and other community organizations on the organization of the committee.

Objective	Measure	FY2015	FY2016	FY2017	FY2018	FY2019
4	Monthly review and analysis on number of library patrons, number of books checked out, number of library cards issued, etc.	12	12	12	12	12
4	Quarterly reporting on program offered (e.g. child story time) and number of participants.	4	4	4	4	4
5	Increase number of library programs by 1 each year.	n/a	1	1	1	1
6	Make final payment to Knife River by 2019 or earlier as specified in the 5-year extension agreement.	n/a	n/a	n/a	n/a	1
7	Participate in Museum Board meetings.	12	12	12	12	12
8	Formation of a sesquicentennial committee	1	n/a	n/a	n/a	n/a

Goal 3: Provide a functional transportation system that supports all modes of transportation.

Objective 9: Provide safe and accessible streets and sidewalks for the entire community, by seeking temporary and permanent funding opportunities. [Public Works, Finance Officer]

Actions: Identify and report existing street and sidewalk conditions, and prioritize street and sidewalk maintenance and repair projects. Create and implement budget policies that increase the street maintenance fund. Seek alternative permanent street funding options.

Objective 10: Review and update the Transportation System Plan (TSP), and assure the plan incorporate changing community conditions. [Public Works, City Planner]

Actions: Seek grant opportunities through the Oregon Department of Transportation (ODOT) Transportation and Growth Management (TGM) program to update the City's TSP. The plan update needs to address the UGB expansion and other changing conditions.



Skate Park

I. GREAT NEIGHBORHOODS (continued)

Objective 11: Work with Lane Transit District (LTD), Lane Council of Governments (LCOG), and Cascade West Council of Governments (CWCOG) to provide public transportation for our community. [City Administrator]

Actions: Initiate discussions and identify scenarios where public transportation through Harrisburg is feasible. Identify the feasibility of a loop route between Coburg and Junction City and Eugene that goes through Harrisburg.

Objective 12: Initiate water conservation measures and best-practices community education programs. [Public Works, City Administrator]

Actions: Present annually a water conservation presentation to the local schools. Inform the community on the importance of conservation methods through the use of our newsletter, social media and our website. Provide homeowner community education classes on increasing irrigation efficiency, low flow fixtures, proper watering techniques, and landscape management to further reduce their monthly water bills.

Objective 13: Encourage recycling in City facilities and in our community. [City Administration]

Action: Continue to work with Republic Services to build and encourage the recycling program in Harrisburg. Work in conjunction with the Harrisburg School District, and Republic Services in educating the community to encourage them to re-use and recycle materials.

Objective	Measure	FY2015	FY2016	FY2017	FY2018	FY2019
9	By the end of FY 2015: 1. Create prioritized inventory of street maintenance projects; and, 2. Create and implement budgetary policies that increase and sustain the street maintenance fund.	Complete both items	n/a	n/a	n/a	n/a
9	By 2017, explore options and implement an increase in revenue to the street maintenance fund. Target is \$25,000/ year.	n/a	n/a	\$25,000	\$25,000	\$25,000
10	Obtain TGM grant and complete TSP update	n/a/	n/a	Complete	n/a	n/a
11	Complete Transit Plan / Feasibility Study	n/a	n/a	n/a	Complete	n/a
12	Initiate water conservation practices and public education	Complete	Ongoing	Ongoing	Ongoing	Ongoing
13	Work with Republic Services to institute a community recycling day. Coordinate/promote recycling education opportunities.	n/a	Complete	n/a	n/a	n/a

II. PUBLIC SAFETY

Goals:

- **Goal 1:** Ensure public safety by protecting people and property.
- **Goal 2:** Provide safe and reliable drinking water, sewage disposal and drainage systems.

Public Safety Objectives:

Goal 1: Ensure public safety by protecting people and property.

Objective 14: Maintain our contract with Linn County Sheriff's Office for four officers at 70 percent coverage. [City Administrator]

Actions: Negotiate the contract to ensure that all crimes and offenses that can be, are cited to municipal court. Negotiate a contract that strives for a cost neutral position for the City, by instituting performance measures for law enforcement.



Justice/Municipal Court Offices

Objective 15: Retain Municipal Court services. [City Administrator]

Actions: Explore options that strive to increase revenue and/or reduce the costs associated with the municipal court; the result being a cost neutral position for the City.

Objective 16: Update and maintain applicable building codes as they are amended by the State of Oregon to ensure safe construction [City Recorder-ACA]

Actions: Research and identify revised building codes; review and adoption by City Council.

Objective 17: Continue participation in FEMA National Flood Insurance Program and start participation in the Community Rating System (CRS) program. [City Recorder-ACA]

Actions: Make application to participate in the CRS.

Objection 18: Respond to all property code violations, unsafe housing conditions, and inadequate infrastructure needs. [City Administrator, Public Works, and City Recorder-ACA]

Actions: City staff will follow through on all complaints of substandard housing, work being performed without permits, and complaints of water leaks or plugged sewer lines.



Expansion at River Life Resort

II. PUBLIC SAFETY (Continued)

Objective 19: Update and maintain applicable Design & Construction Standards to ensure consistent and safe construction. [Public Works, City Recorder-ACA]

Actions: Research and identify Design & Construction Standards; review and adoption by City Council.

Objective	Measure	FY2015	FY2016	FY2017	FY2018	FY2019
14	Negotiated Contract with revised terms, as directed by Council policy.	Complete	Complete	Complete	Complete	Complete
15	Implement changes that result in an improved cost recovery	75%	80%	85%	90%	95%
16	Complete a municipal code amendment to ensure our adopted building codes are current.	Complete	n/a	n/a	Complete	n/a
17	Apply to the CRS rating program with FEMA	n/a	Complete	n/a	n/a	n/a
18	Respond to and correct blight issues in the City	Yes	Yes	Yes	Yes	Yes
19	Update and maintain Design & Construction Standards	Complete	n/a	Complete	n/a	Complete



Wastewater Facility - Poplar Plantation

Goal 2: Provide safe and reliable drinking water, sewage disposal and drainage systems.

Objective 20: Expansion and replanting of our poplar tree water reuse area to help ensure that we maintain and operate an environmentally friendly Wastewater Treatment Facility.

Actions: Expansion of the Poplar tree area by 29 acres and plant with new hybrid poplar trees. Harvest and replant existing 63 acre Poplar Tree plantation. [Public Works]

II. PUBLIC SAFETY (Continued)



City's 2-Million Gallon Water Storage Tank

Objective 21 Effectively and efficiently design, build and operate any conventional Water Treatment Facilities that Harrisburg's citizens need, want, and are willing to support to provide the highest quality drinking water. [City Administrator, Public Works]

Actions: Have open discussions with the community on ways to improve the water quality to the extent on which they would be willing to fund. Initiate and implement the direction the community wants to pursue.

Objective 22: Renew pipe sections of the Storm Sewer System listed in the Capital Improvement Plan to more effectively remove standing water from our streets. [Public Works]

Actions: Using the Capital Improvement Plan (CIP) as our guide, make improvements to identified areas of the system nearest to the river to support drainage capacity of the outlying areas of the system

Objective 23: Reduce excessive Inflow and Infiltration (I & I) in the wastewater collection system which will prevent excessive flows from entering the Wastewater Treatment facility. [Public Works]

Actions: Using the Capital Improvement Plan (CIP) as our guide, repair or replace identified collection system pipes having the largest amounts of recorded I & I.

Objective 24: Prepare and plan for possible critical infrastructure failures due to a catastrophic event (Fire, Earthquakes, natural disasters) and have the resources and contingencies in place to restore critical services to the citizens of Harrisburg as soon as possible. [City Administrator, Public Works]

II. PUBLIC SAFETY (Continued)

Actions: Work in cooperation with state and local emergency response teams to plan and prepare for a worse-case-scenario water and/or wastewater system failure(s). Ratify mutual aid agreements with qualifying and available emergency and non-emergency agencies. Review and update the City's Emergency Response Plan (ERP) and proper emergency response procedures to critical infrastructure failure. Design, develop, implement and acquire temporary critical infrastructure backup systems.

Objective	Measure	FY2015	FY2016	FY2017	FY2018	FY2019
20	Expansion and Replantation of the poplar tree area	50%	50%	10%	10%	10%
21	Construct and Operate possible Water Treatment Facility	5%	10%	15%	20%	30%
22	Renew listed sections of the Storm Water System	1%	1%	1%	2%	2%
23	Reduce Inflow and infiltration in the Wastewater system	5%	5%	5%	5%	5%
24	Develop, design , purchase and implement critical infrastructure backups systems and equipment	5%	5%	10%	10%	20%



Wastewater Facility Lagoon 2

III. ECONOMIC DEVELOPMENT

Goal 1: Business Friendly – Promote an environment where businesses come, stay, and thrive through improved infrastructure, less red tape, and partnerships.

Goal 2: Maintain an active Harrisburg Redevelopment Agency who responds to the changing needs of the economy and is active in downtown redevelopment.

Goal 3: Regional Partnerships – Strengthen the Tri-County area through local and regional cooperation and coordination on economic development planning and projects.

Economic Development Objectives:

Goal 1: Business Friendly – Promote an environment where businesses come, stay, and thrive through improved infrastructure, less red tape, and partnerships.

Objective 25: Create an encouraging environment for the development and expansion of desired businesses. Collaborate with organizations focused on business retention, expansion, startup development, and entrepreneurship to establish new firms and strengthen existing businesses. [City Administrator, City Recorder-ACA]

Actions: Conduct regular visits to businesses and industries as an ambassador. Address regulatory barriers and provide resources that enable development and retention of businesses in Harrisburg. Connect local businesses with available resources including the Tri-County Chamber, CWCOC, SBA, and the Small Business Development Center (SBDC) at LBCC.

Objective 26: Provide an adequate supply of land zoned for commercial and industrial development, consistent with the City's EOA. [City Administrator, City Recorder-ACA]

Actions: Develop and maintain data sheets of employment lands, including infrastructure needs and contacts for local, regional and state economic development agencies.

Objective 27: Maintain the City's Enterprise Zone tax abatement program, and consider other incentive programs for the development and retention of job-creating businesses. [City Administrator]

Actions: By 2016, renew the Harrisburg Enterprise Zone with the State. Consider modifying the boundaries to remove the conflict with the Urban Renewal District, and expansion of the boundary in Junction City.

III. ECONOMIC DEVELOPMENT (Continued)

Objective	Measure	FY2015	FY2016	FY2017	FY2018	FY2019
25	Conduct visits to local businesses and industries	12	12	12	12	12
25	Biennially review and revise Title 5 of the Municipal Code to identify and remove barriers to business and industry	Complete	n/a	Complete	n/a	n/a
26	Develop template; create and maintain data sheets	25%	25%	50%	50%	75%
27	Enterprise Zone renewed	n/a	Complete	n/a	n/a	n/a

Goal 2: Maintain an active Harrisburg Redevelopment Agency who responds to the changing needs of the economy and is active in downtown redevelopment.

Objective 28: Utilize Urban Renewal dollars to maximize the total investment and redevelopment efforts in Harrisburg's downtown. Create an increase in the assessed value of the Harrisburg redevelopment area by making strategic public investments to spur private investments. [City Administrator, Finance Officer]

Actions: Implement Substantial Amendment #5 of the HRA plan, by focusing on public infrastructure projects that will encourage and support private investment in the downtown.

Goal 3: Regional Partnerships – Strengthen the Tri-County area through local and regional cooperation and coordination on economic development planning and projects.

Objective 29: Work closely with partners at CWCOG, Tri-County Chamber, Junction City, and Halsey and Visit Linn Coalition to cultivate local and regional economic development projects. Support programs and projects of our regional partners that facilitate attraction, retention, diversification and expansion of local businesses. [City Administrator, City Recorder-ACA]

Actions: Participate in meetings of partner organizations. Share and communicate our economic development goals and policies with our partners. Maintain positions of any boards of our partner organizations.

Objective 30: Create and maintain a dialogue between city officials and local businesses in regards to things that the City can do to assist local businesses; respond to all economic development information requests. [City Administrator, City Recorder-ACA]



III. ECONOMIC DEVELOPMENT (Continued)

Actions: Maintain strong interoffice communication to deliver prompt and accurate responses to economic development information requests. Apprise the City Council of economic development projects and identify regulatory barriers to these projects.

Objective	Measure	FY2015	FY2016	FY2017	FY2018	FY2019
28	Total value of public infrastructure investments	\$0	\$2.5M	\$0	\$0	\$0
28	Total Value of private investment	\$0	\$75K	\$75K	\$100K	\$100K
29	Maintain positions on regional boards	2	2	2	2	2
30	100% response to economic development inquiries	100%	100%	100%	100%	100%

IV. EFFICIENT GOVERNANCE

Goal 1: Effectively and efficiently provide the services that Harrisburg's citizens need, want, and are willing to support.

Goal 2: Maintain a qualified, effective, and happy workforce.

Goal 3: Establish Harrisburg as a small city model of sustainability practice.

Efficient Governance Objectives:

Goal 1: Effectively and efficiently provide the services that Harrisburg's citizens need, want, and are willing to support.

Objective 31: By 2016, H.A.R.T. Family Resource Center to become a 501(c)(3) nonprofit organization, and be independent from the City operations. [City Administrator, H.A.R.T. Director]

Actions: Build H.A.R.T. board membership and provide training opportunities to transition from municipal board to a nonprofit board.

Provide nonprofit and managerial training for H.A.R.T. Director. Continue City's financial contribution to the H.A.R.T. Family Resource Center, as determined through the City's Annual Budget process.

Objective 32: Reduce "Non-revenue Water" (water loss) to less than 10 percent in any calendar year. [Public Works]

Actions: Continue leak detection efforts to identify leaks in the system. Continue meter replacement program to reduce under reading water usage.

Objective 33: Ensure compliance with all federal and state regulations relating to municipal services. [All Departments]

Actions: Routinely monitor federal and state regulations, and respond to changes accordingly.

Objective 34: Ensure City's Fee Schedule is fair and comparable to our comparator cities. [City Administrator, City Recorder-ACA]

Actions: Annually review and compare fees to comparator cities' fees, evaluate service needs, and amend fee schedule, if needed.



Harrisburg City Hall

IV. EFFICIENT GOVERNANCE (Continued)

Objective 35: Ensure transparent financial reporting and budgeting to the community. Maintain annual audit results establishing conformance to requirements and generally accepted accounting principles. [Finance Officer]

Actions: Continue to publish annual budget and audit results on the City's website. Achieve annual audit with no reportable findings of non-compliance.



Goal 2: Maintain a qualified, effective, and happy workforce.

Objective 36: Timely, meaningful annual reviews are conducted for all full-time and part-time employees. [All Departments]

Actions: Employee evaluations are completed by the supervisor prior to an employee's anniversary date.

Objective 37: Maintain staff that are well-trained, certified, and given opportunities for growth inside the City organization. [All Departments]

Actions: Employees and supervisors are encouraged to find relevant training opportunities to ensure employees are qualified for assigned work tasks. Where appropriate,

supervisors shall cross-train employees.

Objective 38: Provide prompt and efficient customer service to land use review applicants. [City Planner]

Actions: Meet or exceed all state requirements for land use reviews and permits. Ensure that all applicable agencies are notified for a land use decision that impacts them.

Goal 3: Establish Harrisburg as a small city model of sustainability practice.

Objective 39: Create administrative sustainability practices and implement them throughout the organization.

Actions: Increase employee involvement in sustainable practices and increase awareness. Develop and implement a City Sustainability plan.

IV. EFFICIENT GOVERNANCE (Continued)

Objective	Measure	FY2015	FY2016	FY2017	FY2018	FY2019
31	Fill all vacancies on H.A.R.T. Board	3	n/a	n/a	n/a	n/a
31	Transition H.A.R.T. Center from City Department to independent 501(c)(3) nonprofit organization	Completed	n/a	n/a	n/a	n/a
32	Replace outdated meters	30	40	50	60	70
33	Compliance with federal and state regulations	Yes	Yes	Yes	Yes	Yes
34	Annually Review and Update City's Fee Schedule	Yes	Yes	Yes	Yes	Yes
35	Reportable audit findings of noncompliance	None	None	None	None	None
36	100% evaluations completed on-time	100%	100%	100%	100%	100%
37	Maintain certifications for public works employees and City Recorder	13	17	17	18	18
37	Increase number of water and wastewater certifications for public works employees	4	0	1	1	1
38	Land use decision issued within 120 days.	100%	100%	100%	100%	100%
38	Create a land use decision routing list	Complete	n/a	n/a	n/a	n/a
39	Create City Sustainability Plan	n/a	n/a	Complete	n/a	n/a