

City Council Work Session Meeting Agenda  
March 24, 2020  
6:30 PM

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Mayor: Robert Duncan  
Council President: Mike Caughey  
Councilors: Kimberly Downey, Robert Boese, Adam Keaton, Randy Klemm,  
Charlotte Thomas and Youth Advisor Quinton Sheridan  
Meeting Location: Harrisburg Municipal Center @ 354 Smith St.

**PUBLIC NOTICES:**

1. *This meeting is open to the public and will be tape-recorded.*
2. *Facility furniture is disinfected prior to the meeting being held, and chairs will be spaced 3' from each other.*
3. *Some City Officials will be at home, participating via conference call.*
4. *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.*
5. *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.*
6. *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)*
7. *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.*
8. *The City of Harrisburg does not discriminate against individuals with disabilities, and is an equal opportunity provider.*
9. *For information regarding items of discussion on this agenda, please contact City Recorder/Assistant City Administrator Michele Eldridge, at 541-995-6655*

**CALL TO ORDER AND ROLL CALL** by Mayor, Robert Duncan

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

**1. THE MATTER OF A DISCUSSION WITH THE LINN COUNTY SHERIFF’S OFFICE (LCSO) – FEBRUARY REPORTS**

**STAFF REPORT:**

Exhibit A: LCSO Report for January & February 2020

Exhibit B: LCSO Detail Report for January & February 2020

**ACTION:       None**

**RESOLUTIONS**

**2. THE MATTER OF CITY OF HARRISBURG DECLARING A LOCAL STATE OF EMERGENCY AND APPROVING RESOLUTION NO. 1229.**

**STAFF REPORT:**

Exhibit A: Resolution No. 1229

**ACTION: MOTION TO APPROVE RESOLUTION NO. 1229, “A RESOLUTION DECLARING A LOCAL STATE OF EMERGENCY RELATED TO THE NOVEL INFECTIOUS CORONAVIRUS (COVID-19)**

**3. THE MATTER OF REDUCING OR ELIMINATING WATER SERVICE LATE FEES AND WATER SHUTOFFS FOR THOSE WHO DO NOT PAY ON A TIMELY BASIS AND APPROVING RESOLUTION NO. 1230**

**STAFF REPORT:**

Exhibit A: Table of late paying customers and amount of late  
charges

Exhibit B. Resolution No. 1230

**ACTION: A MOTION TO APPROVE RESOLUTION NO 1230, “A RESOLUTION GRANTING THE CITY ADMINISTRATOR TEMPORARY AUTHORITY TO WAIVE CITY UTILITY LATE FEES AND MANDATORY WATER SHUTOFFS DUE TO NON-PAYMENT FOR SERVICES.”**

**4. THE MATTER OF APPROVING THE HARRISBURG 2020-2025 STRATEGIC PLAN AND RESOLUTION NO. 1231**

**STAFF REPORT:**

Exhibit A: 2020 – 2025 Updated Strategic Plan

**ACTION: MOTION TO APPROVE RESOLUTION NO. 1231, “A RESOLUTION ADOPTING THE CITY’S 2020-2025 STRATEGIC PLAN AND REPEALING RESOLUTION NO. 1209”**

**NEW BUSINESS**

**5. THE MATTER OF A DISCUSSION CONCERNING ASSISTANCE/SUPPORT CITY MIGHT PROVIDE TO CORONAVIRUS IMPACTED BUSINESSES AND/OR CITIZENS**

**STAFF REPORT:**

Exhibit A-Beaverton program

**ACTION: NO ACTION. DISCUSSION ONLY OTHER THAN A POSSIBLE MOTION TO DIRECT STAFF ACTION. (SEE POSSIBLE ACTION AT THE BOTTOM OF THE STAFF REPORT.)**

**6. THE MATTER OF DISCUSSING EMPLOYEE BENEFITS IN RELATION TO CORONAVIRUS (COVID-19)**

**STAFF REPORT:**

Exhibit A: City Sick Leave policy

Exhibit B: State of Oregon Employment Department handout

Exhibit C: COVID Leave Laws Worksheet

Exhibit D: OFLA Standards

**ACTION:** TBD (See possible action at the bottom of the staff report.)

**7. THE MATTER OF APPROVING THE CONSENT LIST**

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

**STAFF REPORT:**

Exhibit A: Budget Committee Appointments

Exhibit B: City Council Minutes for December 10, 2019 and January 14,

2020

Exhibit C: Payment Approval Report for February 2020

Exhibit D: Planning Commission Minutes for February 18, 2020

Exhibit E: Library Board Minutes for January 9, 2020

**ACTION: MOTION TO APPROVE THE CONSENT LIST**

**A MOTION TO APPROVE THE CONSENT LIST WILL APPROVE THE FOLLOWING:**

- 1. The appointment of Barb Shipley, Marilyn Pollard, and Ruby Bennett to three-year terms that end on December 31, 2023.**
- 2. The City Council Minutes for the December 10, 2019 and January 14, 2020 Business Meetings.**
- 3. The payment approval report for February 2020**

**8. CITY ADMINISTRATOR VERBAL REPORT**

- Future Meetings Discussion
- Miscellaneous

**OTHER ITEMS**

**ADJOURN**

Agenda Bill  
**Harrisburg City Council**  
Harrisburg, Oregon

1.

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**THE MATTER OF A DISCUSSION WITH THE LINN COUNTY SHERIFF'S OFFICE  
(LCSO) – FEBRUARY REPORTS**

**STAFF REPORT:**

Exhibit A: LCSO Report for January & February 2020

Exhibit B: LCSO Detail Report for January & February 2020

**ACTION:                      NONE**

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**THIS AGENDA BILL IS DESTINED FOR:** Information—No action – Mar 24, 2020

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
n/a	n/a	n/a

**STAFF RECOMMENDATION:**

**Staff recommend that if a member of LCSO is present, that City Council listen to the report for the month of February.**

**BACKGROUND INFORMATION:**

LCSO typically sends Sergeant Klein, or another representative to meet with the City Council to review the previous months report at the work sessions. Lieutenant Duncan did supply a report for January at the meeting in December, but Council did not have the report available for review. That is now attached, in addition to the February reports. The City Council is encouraged to ask questions, if there are any.

**MOTION (If necessary):**

*For Information Only*

**REVIEW AND APPROVAL:**

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Michele Eldridge                      Date  
City Recorder/ACA

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# LINN COUNTY SHERIFF'S OFFICE

1.

**Jim Yon, Sheriff**

1115 S.E. Jackson Street, Albany, OR 97322

Albany, OR. 97322

Phone: 541-967-3950

www.linnsheriff.org

## 2020

### MONTHLY REPORT TO THE CITY OF HARRISBURG FROM THE LINN COUNTY SHERIFF'S OFFICE

**FOR THE MONTH OF:**

**January**

TRAFFIC CITATIONS: _____	<b>40</b>
TRAFFIC WARNINGS: _____	<b>38</b>
TRAFFIC CRASHES: _____	<b>3</b>
ADULTS CITED/VIOLATIONS: _____	<b>0</b>
ADULTS ARRESTED: _____	<b>9</b>
JUVENILES CITED/VIOLATIONS: _____	<b>0</b>
JUVENILES ARRESTED: _____	<b>3</b>
COMPLAINTS/INCIDENTS INVESTIGATED: _____	<b>153</b>

<b>TOTAL HOURS SPENT:</b>	<b>HARRISBURG</b>	<b>287</b>
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**CONTRACT HOURS= 275 HOURS**

**Jim Yon,  
Sheriff, Linn County**

**By: Sergeant Greg Klein**

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**MONTHLY BULLETIN OF DISPATCHED  
CALLS AND CASES  
FOR CONTRACT CITIES**

This Report Encompasses: 1/ 1/20 to 1/31/20

1.

Total Incidents This Month: **153**

Incident Information:	Description
CAD# 2020000023 TIME: 1/1/2020 12:20:23AM CASE# CAD Only HBRG CAD CALL COMPLETE	DISTURBANCE Reported at Block of 500 BRANTEN CT HBRG : Deputies responded to a neighborhood dispute over a party. All parties agreed to leave each other alone the rest of the night.
CAD# 2020000081 TIME: 1/1/2020 2:52:32AM CASE# CAD Only HBRG CITE EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 700 S 6TH ST HBRG Operator was issued citation for driving uninsured in Harrisburg.
CAD# 2020000108 TIME: 1/1/2020 6:36:39AM CASE# CAD Only HBRG CAD CALL COMPLETE	CRIMINAL MISCHIEF Reported at Block of 700 N 9TH ST/E LADINO PL HBRG Report of homeless people messing with garbage cans. Unable to locate. No trash out or disturbed cans.
CAD# 2020000141 TIME: 1/1/2020 8:55:34AM CASE# CAD Only HBRG CAD CALL COMPLETE	ALARM LAW ONLY Reported at Block of 200 SMITH ST HBRG ARRIVED ON SCENE AND THE BUILDING WAS SECURE. THE PERSON MAKING THE DELIVERY WAS GONE BY THE TIME I ARRIVED.
CAD# 2020000168 TIME: 1/1/2020 10:37:19AM CASE# CAD Only HBRG WARNING SEATBELT VIOLAT	TRAFFIC STOP Reported at Block of 800 S 8TH PL HBRG SEAT BELT

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## Incident Information:

## Description

1.

CAD# 2020000176  
TIME: 1/1/2020 10:48:52AM  
CASE# CAD Only  
HBRG  
CITE MOVING VIOLATION

TRAFFIC STOP Reported at Block of 700 S 6TH ST HBRG

S VEH WAS EB ON LA SALLE AND FAILED TO STOP COMPLETELY AT 6TH ST. S TURNED SOUTH ONTO 6TH. S ADMITTED HE JUST PUT FOOT ON BRAKE AND LOOKED BOTH WAYS AND JSUT WENT WITHOUT STOPPING. CITED FTO STOP SIGN. PART SUNNY, COOL, CALM, WET PAVE

CAD# 2020000182  
TIME: 1/1/2020 11:02:03AM  
CASE# CAD Only  
HBRG  
CITE SEATBELT VIOLATION

TRAFFIC STOP Reported at Block of 600 LASALLE ST HBRG

S VEH WAS EB ON LA SALLE AT 6TH AND AS PASSED ME S WAS NOT WEARING SEAT BELT. STATED FORGOT TO PUT IT ON

CAD# 2020000203  
TIME: 1/1/2020 12:06:49PM  
CASE# CAD Only  
HBRG

LOST DOG Reported at Block of 600 DEMPSEY ST HBRG

No Public Narrative.

CAD# 2020000531  
TIME: 1/2/2020 9:14:02AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

DOG COMPLAINT Reported at Block of 800 SMITH ST/N 9TH ST HBRG

checked area for stray dog utl goa

CAD# 2020000565  
TIME: 1/2/2020 10:25:02AM  
CASE# CAD Only  
HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 23700 PEORIA RD HBRG

CAD# 2020000864  
TIME: 1/2/2020 7:17:28PM  
CASE# CAD Only  
HBRG  
CITE NO INSURANCE

TRAFFIC STOP Reported at Block of 300 N 7TH ST/QUINCY ST HBRG

Citation issued to driver for driving while suspended and driving uninsured.

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## Incident Information:

## Description

1.

CAD# 2020000942  
TIME: 1/2/2020 9:46:23PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 400 S 9TH ST HBRG

No Public Narrative.

CAD# 2020001136  
TIME: 1/3/2020 9:39:08AM  
CASE# 2000022  
HBRG  
REPORT TAKEN

Report Filed. THEFT 1 - FROM VEHICLE Reported At Block Of 500 N 6TH ST Occurred between 0830 hours on 1/3/2020 and 0930 hours on 1/3/2020 . Reported: 1/3/2020 Officer

Victims unlocked vehicle was entered in his driveway off of 6th street in Harrisburg. A black bag was stolen that contained specialized medical equipment and medications. Total loss estimated at \$1550.

CAD# 2020001157  
TIME: 1/3/2020 10:13:36AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 300 SMITH ST HBRG

No Public Narrative.

CAD# 2020001278  
TIME: 1/3/2020 1:17:29PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 400 LASALLE ST/S 5TH ST HBRG

Driver warned for drivers side brake light not working

CAD# 2020001335  
TIME: 1/3/2020 2:35:40PM  
CASE# CAD Only  
HBRG  
WARNING ISSUED

TRAFFIC STOP Reported at Block of 800 S 6TH ST/SOMMERVILLE LOOP HBRG

Driver warned for no drivers license.

CAD# 2020001372  
TIME: 1/3/2020 3:18:37PM  
CASE# CAD Only  
HBRG  
WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 400 N 7TH ST HBRG

Driver warned failing to obey traffic control device

## Incident Information:

## Description

1.

CAD# 2020001384  
TIME: 1/3/2020 3:33:11PM  
CASE# CAD Only  
HBRG  
WARNING ISSUED

TRAFFIC STOP Reported at Block of 300 N 3RD ST HBRG

Driver warned for driving while suspended.

CAD# 2020001568  
TIME: 1/3/2020 8:28:32PM  
CASE# CAD Only  
HBRG  
FOCUSED PATROL

EXTRA PATROL Reported at Block of 800 DIAMOND HILL DR/CRIMSON WAY HBRG

Deputy conducted traffic enforcement on Diamond Hill Road near Crimson Street in Harrisburg. One operator of a vehicle was issued a citation for traveling 40mph in a posted 25mph zone.

CAD# 2020001593  
TIME: 1/3/2020 9:19:53PM  
CASE# CAD Only  
HBRG  
CITE AGGRESSIVE DRIVER

TRAFFIC STOP Reported at Block of 1100 S 6TH ST/PRICEBORO DR HBRG

Operator of vehicle was issued speed citation for traveling 60mph in a posted 35mph zone on S 6th Street in Harrisburg.

CAD# 2020001610  
TIME: 1/3/2020 9:40:46PM  
CASE# CAD Only  
HBRG  
CITE AGGRESSIVE DRIVER

TRAFFIC STOP Reported at Block of 1100 S 6TH ST HBRG

Operator of vehicle was issued speed citation for traveling 55/35 on S 6th Street in Harrisburg.

CAD# 2020001612  
TIME: 1/3/2020 9:42:11PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUSPICIOUS PERSON Reported at Block of 500 LASALLE ST HBRG

Deputy checked a property after caller reporting thinking someone was banging on her front door and jiggling the door knob. No suspicious persons were located in the area of on the property. Windy weather may have been a contributing factor.

CAD# 2020001634  
TIME: 1/3/2020 10:27:43PM  
CASE# CAD Only  
HBRG  
CITE EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 600 TERRITORIAL ST/N 7TH ST HBRG

Operator of vehicle was warned for a moving traffic violation and issued a citation for driving uninsured in Harrisburg.

## Incident Information:

## Description

1.

CAD# 2020001646  
TIME: 1/3/2020 10:51:00PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 600 SMITH ST HBRG

Deputy responded to alarm at Harrisburg Middle School. Open door was locked and found to be unsecured due to an engaged LockBlock. Building was cleared and nothing suspicious observed.

CAD# 2020001748  
TIME: 1/4/2020 7:45:12AM  
CASE# 2000052  
HBRG  
REPORT TAKEN

Report Filed. CRIMINAL MISCHIEF 1 - RESULT CRIMINAL ACT Reported At Block Of 500 S 6TH ST Occurred between 0215 hours on 1/4/2020 and 0745 hours on 1/4/2020 . Reported:

Criminal Mischief. 37 year old Harrisburg resident, Stephen Laszlo, was arrested for Felon in Possession of a Firearm, Unlawful use of a Weapon and two counts of Recklessly Endangering Another Person. 37 year old Junction City resident, Marcella Moore, was arrested for Felon in Possession of a Firearm. Both were lodged in the Linn County Jail.

CAD# 2020001861  
TIME: 1/4/2020 12:32:04PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

CITY ORDINANCE VIOLATION Reported at Block of 800 S 9TH ST HBRG

I contacted the owner of the vehicle by cell phone who told me he lent his vehicle to a friend that lives in Harrisburg. He told me he would contact his friend and tell him not to park in front of the mailbox. I explained to him this needed to be taken care of immediately to avoid any citations for blocking the mailbox and possibly towing the vehicle as a hazard.

CAD# 2020001865  
TIME: 1/4/2020 12:54:06PM  
CASE# 2000053  
HBRG  
REPORT TAKEN

Report Filed. THEFT 3 - FROM VEHICLE Reported At Block Of 800 SOMMERVILLE LOOP Occurred between 2200 hours on 1/3/2020 and 1030 hours on 1/4/2020 . Reported:

Victims car was entered through an unlocked door sometime between 2200 hours 01/03/20 and 1030 hours 01/04/20. \$3.00 in change taken and a \$25.00 pair of sunglasses damaged.

CAD# 2020001952  
TIME: 1/4/2020 4:02:26PM  
CASE# CAD Only  
HBRG  
WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 800 TERRITORIAL ST HBRG

Driver warned for failing to obey a traffic control device.

CAD# 2020002046  
TIME: 1/4/2020 7:13:06PM  
CASE# CAD Only  
HBRG  
CITE EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 200 TERRITORIAL ST/N 3RD ST HBRG

Operator was warned for a tail light out.

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**Incident Information:****Description**

1.

CAD# 2020002060  
TIME: 1/4/2020 7:40:54PM  
CASE# CAD Only  
HBRG  
CITE SPEEDING VIOLATION

TRAFFIC STOP Reported at Block of 700 S 6TH ST HBRG

Operator was issued speed citation for 50/35 posted speed zone.

CAD# 2020002067  
TIME: 1/4/2020 8:01:29PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 800 S 6TH ST/SOMMERVILLE LOOP HBRG

Operator warned for head light out.

CAD# 2020002079  
TIME: 1/4/2020 8:23:13PM  
CASE# CAD Only  
HBRG  
CITE AGGRESSIVE DRIVER

TRAFFIC STOP Reported at Block of 700 S 6TH ST HBRG

Operator of vehicle was issued citation for 60/35.

CAD# 2020002213  
TIME: 1/5/2020 2:49:22AM  
CASE# CAD Only  
HBRG  
WARNING MOVING VIOLATION

TRAFFIC STOP Reported at Block of 200 N 3RD ST/TERRITORIAL ST HBRG

Operator of vehicle was verbally warned for a moving traffic violation .

CAD# 2020002232  
TIME: 1/5/2020 6:00:17AM  
CASE# CAD Only  
HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 800 ARROW LEAF PL HBRG

No Public Narrative.

CAD# 2020002264  
TIME: 1/5/2020 9:14:39AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

ASSIST OTHER AGENCY Reported at Block of 700 S 2ND ST HBRG

No Public Narrative.

## Incident Information:

## Description

1.

CAD# 2020002545  
TIME: 1/5/2020 8:21:21PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUSPICIOUS PERSON Reported at Block of 200 S 6TH ST HBRG

Deputy checked area for suspicious person. Male left area prior to Deputy arrival.

CAD# 2020002549  
TIME: 1/5/2020 8:25:19PM  
CASE# CAD Only  
HBRG  
WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 800 S 6TH ST/SOMMERVILLE LOOP HBRG

Male issued traffic citation for DWS Violation in Harrisburg . Male warned for speed violation.

CAD# 2020002567  
TIME: 1/5/2020 9:42:07PM  
CASE# CAD Only  
HBRG  
CITE EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 300 S 3RD ST/KESLING ST HBRG

Operator of vehicle issued citations for DWS Violation and Driving Uninsured in Harrisburg .

CAD# 2020002576  
TIME: 1/5/2020 10:28:38PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 800 S 3RD ST HBRG

Operator of vehicle warned for broken passenger side tail light.

CAD# 2020002583  
TIME: 1/5/2020 10:43:53PM  
CASE# CAD Only  
HBRG  
CITE EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 200 N 3RD ST HBRG

Operator of vehicle was verbally warned for rolling through a stop sign and issued a citation for driving uninsured in Harrisburg.

CAD# 2020002599  
TIME: 1/5/2020 11:24:35PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 900 HEATHER TURN HBRG

Deputy observed interior light on inside of car with nobody around. No suspicious persons were located and vehicle owner advised nothing was missing out of of place. Owner most likely left light on.

**Incident Information:****Description**

1.

CAD# 2020002608  
TIME: 1/5/2020 11:51:21PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOL/

TRAFFIC STOP Reported at Block of 800 S 3RD ST HBRG

Operator warned for speed in Harrisburg.

CAD# 2020002659  
TIME: 1/6/2020 5:16:20AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 600 SMITH ST HBRG

No Public Narrative.

CAD# 2020002795  
TIME: 1/6/2020 11:34:51AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

JUVENILE COMPLAINT Reported at Block of 400 S 9TH ST HBRG

No Public Narrative.

CAD# 2020002945  
TIME: 1/6/2020 4:26:13PM  
CASE# 2000073  
HBRG  
REPORT TAKEN

Report Filed. THEFT 2 - FROM VEHICLE Reported At Block Of 600 LASALLE ST Occurred between 0350 hours on 1/3/2020 and 1626 hours on 1/6/2020 . Reported: 1/6/2020 Officer

Unauthorized entry into a vehicle and theft from that vehicle.

CAD# 2020003544  
TIME: 1/7/2020 5:47:16PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

DOG COMPLAINT Reported at Block of 300 LASALLE ST HBRG

Caller reported an injured dog. An unknown person transported the dog to a veterinarian.

CAD# 2020003632  
TIME: 1/7/2020 9:03:15PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 1000 S 6TH ST HBRG

No Public Narrative.

**Incident Information:****Description**

1.

CAD# 2020003642  
TIME: 1/7/2020 9:22:39PM  
CASE# CAD Only  
HBRG

911 HANG UP CALL Reported at Block of 400 TERRITORIAL ST HBRG

No Public Narrative.

CAD# 2020003646  
TIME: 1/7/2020 9:41:25PM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

DOMESTIC DISTURBANCE Reported at Block of 700 LASALLE ST HBRG

Responded to a domestic disturbance. No crime was committed.

CAD# 2020003942  
TIME: 1/8/2020 12:36:13PM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

THEFT Reported at Block of 600 LASALLE ST HBRG

No Public Narrative.

CAD# 2020004206  
TIME: 1/8/2020 8:57:00PM  
CASE# CAD Only  
HBRG  
  
CITE SPEEDING VIOLATION

TRAFFIC STOP Reported at Block of 800 DIAMOND HILL DR HBRG

Operator of vehicle was issued speed citation fro 40mph in a posted 25mph zone on Diamond Hill Road.

CAD# 2020004228  
TIME: 1/8/2020 9:37:02PM  
CASE# CAD Only  
HBRG  
  
WARNING EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 800 S 3RD ST HBRG

Operator of vehicle warned for lighting equipment violation on vehicle and trailer.

CAD# 2020004231  
TIME: 1/8/2020 9:54:02PM  
CASE# CAD Only  
HBRG  
  
CITE EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 600 S 2ND ST/LASALLE ST HBRG

Operator of vehicle was issued a citation for driving uninsured in Harrisburg.

## Incident Information:

## Description

1.

CAD# 2020004275  
TIME: 1/8/2020 11:40:47PM  
CASE# 2000099  
HBRG  
REPORT TAKEN

Report Filed. PROPERTY, FOUND Reported At Block Of 100 SMITH ST Occurred between 2340 hours on 1/8/2020 and 2340 hours on 1/8/2020 . Reported: 1/8/2020 Officer

Deputy attempted to locate owner of found prescription bottles and was unable to. Property will be transported and lodged at the Linn County Sheriff's Office as found property.

CAD# 2020004334  
TIME: 1/9/2020 3:42:22AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

NOISE DISTURBANCE Reported at Block of 900 HEATHER TURN HBRG

No Public Narrative.

CAD# 2020004374  
TIME: 1/9/2020 7:33:54AM  
CASE# 2000101  
HBRG  
REPORT TAKEN

REPORT PENDING. Original Call Type: MVC NON INJURY Reported At Block Of 300 LASALLE ST Occurred between 0733 hours on 1/9/2020 and 0733 hours on 1/9/2020 .

Non-injury crash involving a pickup and SUV in the intersection of Lasalle and 3rd street. The SUV pulled out in front of the pickup causing the pickup to hit the passenger side rear of the SUV.

CAD# 2020004486  
TIME: 1/9/2020 11:21:30AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 500 S 6TH ST HBRG

Deputies retrieved a piece of lost property.

CAD# 2020004852  
TIME: 1/9/2020 9:34:56PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 200 SMITH ST HBRG

Operator of vehicle warned for failing to turn lights on before entering the public roadway.

CAD# 2020004866  
TIME: 1/9/2020 10:23:22PM  
CASE# CAD Only  
HBRG  
CITE AGGRESSIVE DRIVER

TRAFFIC STOP Reported at Block of 600 S 6TH ST/LASALLE ST HBRG

Deputy issued speed citation to operator of vehicle in Harrisburg.



**Incident Information:****Description**

1.

CAD# 2020005143  
TIME: 1/10/2020 11:58:04AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUICIDAL SUBJECT Reported at Block of 500 S 6TH ST HBRG

Subject and child were fine and in good health.

CAD# 2020005287  
TIME: 1/10/2020 3:40:32PM  
CASE# CAD Only  
HBRG

NON 911 ISSUE Reported at Block of 800 HAMMER CT HBRG

No Public Narrative.

CAD# 2020005326  
TIME: 1/10/2020 4:24:46PM  
CASE# CAD Only  
HBRG

MVC NON INJURY Reported at Block of 200 N 3RD ST HBRG

No Public Narrative.

CAD# 2020005527  
TIME: 1/10/2020 10:28:28PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUICIDAL SUBJECT Reported at Block of 800 BURTON ST HBRG

Gave adult male a courtesy ride to the hospital.

CAD# 2020005923  
TIME: 1/11/2020 6:21:51PM  
CASE# CAD Only  
HBRG

INFORMATION ONLY REPORT Reported at Block of 400 LASALLE ST/S 5TH ST HBRG

No Public Narrative.

CAD# 2020006077  
TIME: 1/12/2020 12:28:34AM  
CASE# CAD Only  
HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 400 TERRITORIAL ST HBRG

No Public Narrative.

17

## Incident Information:

## Description

1.

CAD# 2020006301  
TIME: 1/12/2020 2:05:37PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 500 N 6TH ST HBRG

Residence secure, unknown reason for activation

CAD# 2020006808  
TIME: 1/13/2020 2:16:21PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

JUVENILE COMPLAINT Reported at Block of 600 SMITH ST HBRG

8 year old kid ran away from school staff. Mother was called, who came to get the kid before a deputy arrived.

CAD# 2020007673  
TIME: 1/14/2020 9:51:23PM  
CASE# 2000178  
HBRG  
REPORT TAKEN

Report Filed. ACCIDENT VEHICLE NO INJ Reported At Block Of 700 N 7TH ST Occurred between 2150 hours on 1/14/2020 and 2151 hours on 1/14/2020 . Reported: 1/14/2020

Deputies responded to a non-injury crash.

CAD# 2020007682  
TIME: 1/14/2020 10:16:43PM  
CASE# CAD Only  
HBRG

NEIGHBORHOOD WATCH Reported at Block of 100 SMITH ST HBRG

No Public Narrative.

CAD# 2020007852  
TIME: 1/15/2020 8:20:57AM  
CASE# CAD Only  
HBRG

NON 911 ISSUE Reported at Block of 400 TERRITORIAL ST HBRG

No Public Narrative.

CAD# 2020007934  
TIME: 1/15/2020 10:18:56AM  
CASE# CAD Only  
HBRG  
UTL GOA

DOG COMPLAINT Reported at Block of 600 SMITH ST HBRG

checked area utl

**Incident Information:****Description**

1.

CAD# 2020007965  
TIME: 1/15/2020 11:04:01AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

DISTURBANCE Reported at Block of 700 SMITH ST HBRG

Possible fight between family members.

CAD# 2020008208  
TIME: 1/15/2020 4:41:05PM  
CASE# CAD Only  
HBRG  
CITE DWS NO ODL

TRAFFIC STOP Reported at Block of 500 TERRITORIAL ST HBRG

Driver issued a citation for Driving While Suspended and Driving Uninsured.

CAD# 2020008351  
TIME: 1/15/2020 9:42:06PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 600 SMITH ST HBRG

No Public Narrative.

CAD# 2020008369  
TIME: 1/15/2020 10:42:36PM  
CASE# CAD Only  
HBRG  
WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 100 S 6TH ST/SMITH ST HBRG

Deputy warned operator of vehicle for moving violations in Harrisburg.

CAD# 2020008374  
TIME: 1/15/2020 11:14:45PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 800 S 3RD ST HBRG

Operator of vehicle warned for speed violation and failure to show proof of registration in Harrisburg.

CAD# 2020008615  
TIME: 1/16/2020 12:01:24PM  
CASE# CAD Only  
HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 400 TERRITORIAL ST HBRG

No Public Narrative.

**Incident Information:****Description**

1.

CAD# 2020008633  
TIME: 1/16/2020 12:27:09PM  
CASE# CAD Only  
HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 400 TERRITORIAL ST HBRG

No Public Narrative.

CAD# 2020008689  
TIME: 1/16/2020 2:12:42PM  
CASE# CAD Only  
HBRG  
  
CITE CELLPHONE VIOLATION

TRAFFIC STOP Reported at Block of 200 S 3RD ST HBRG

Driver issued a citation for driving while using a cell phone

CAD# 2020008700  
TIME: 1/16/2020 2:26:21PM  
CASE# CAD Only  
HBRG  
  
CITE DWS NO ODL

TRAFFIC STOP Reported at Block of 300 TERRITORIAL ST HBRG

Driver cited for not having a drivers license

CAD# 2020008728  
TIME: 1/16/2020 3:00:21PM  
CASE# CAD Only  
HBRG  
  
CITE CELLPHONE VIOLATION

TRAFFIC STOP Reported at Block of 200 MOORE ST HBRG

Driver issued a citation for using their cell phone while driving.

CAD# 2020008739  
TIME: 1/16/2020 3:17:30PM  
CASE# CAD Only  
HBRG  
  
CITE CELLPHONE VIOLATION

TRAFFIC STOP Reported at Block of 200 MOORE ST HBRG

Driver issued a citation for using a cell phone while driving

CAD# 2020008753  
TIME: 1/16/2020 3:28:08PM  
CASE# CAD Only  
HBRG  
  
CITE DWS NO ODL

TRAFFIC STOP Reported at Block of 800 S 3RD ST HBRG

Driver issued a citation for Driving while Suspended and Driving Uninsured

## Incident Information:

## Description

1.

CAD# 2020008769  
TIME: 1/16/2020 3:51:20PM  
CASE# CAD Only  
HBRG  
CITE CELLPHONE VIOLATION

TRAFFIC STOP Reported at Block of 300 S 3RD ST HBRG

Driver issued a citation for using a cell phone while driving

CAD# 2020008802  
TIME: 1/16/2020 4:33:12PM  
CASE# CAD Only  
HBRG  
CITE MOVING VIOLATION

TRAFFIC STOP Reported at Block of 300 N 7TH ST HBRG

Driver issued a citation for failing to obey a traffic control device

CAD# 2020008876  
TIME: 1/16/2020 6:30:16PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

HARASSMENT Reported at Block of 800 S 8TH PL HBRG

Male called to report a male sending him harassing and threatening text messages. Male was advised on how to block numbers and social media profiles. Male did not want to pursue any kind of charges or have the suspect contact. Male wished to have this incident documented.

CAD# 2020008948  
TIME: 1/16/2020 9:08:19PM  
CASE# 2000208  
HBRG  
REPORT TAKEN

Report Filed. WARRANT ARREST (LW ONLY) Reported At Block Of 300 FOUNTAIN ST Occurred between 2108 hours on 1/16/2020 and 2108 hours on 1/16/2020 . Reported:

Gregory Trent Spencer, 68, of Harrisburg Oregon, was contacted and arrested for an outstanding warrant out of Lebanon Municipal Court. Gregory was transported to the Lebanon Police Department without incident.

CAD# 2020009586  
TIME: 1/17/2020 10:56:40PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUICIDAL SUBJECT Reported at Block of 800 SOMMERVILLE LOOP HBRG

Received a report of a suicidal male. I located the male who was still having suicidal ideologies. He was transported to the Hospital for a mental health evaluation.

CAD# 2020009766  
TIME: 1/18/2020 9:54:49AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 500 S 6TH ST HBRG

No Public Narrative.

21

**Incident Information:****Description**

1.

CAD# 2020009890  
TIME: 1/18/2020 2:27:52PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

INTOXICATED SUBJECT Reported at Block of 300 S 3RD ST HBRG

Single vehicle motor vehicle crash. Driver cited for failing to maintain lane.

CAD# 2020009929  
TIME: 1/18/2020 3:30:32PM  
CASE# CAD Only  
HBRG

NON 911 ISSUE Reported at Block of 900 S 9TH ST HBRG

No Public Narrative.

CAD# 2020010089  
TIME: 1/18/2020 9:15:49PM  
CASE# CAD Only  
HBRG

NEIGHBORHOOD WATCH Reported at Block of 100 SMITH ST HBRG

CAD# 2020010121  
TIME: 1/18/2020 10:33:58PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUSPICIOUS PERSON Reported at Block of 200 N 3RD ST HBRG

Neighborhood watch called to advise there was a male outside of the business. I contacted the male and offered him a ride. He was taken to Junction City per request.

CAD# 2020010123  
TIME: 1/18/2020 10:36:02PM  
CASE# CAD Only  
HBRG

911 HANG UP CALL Reported at Block of 400 TERRITORIAL ST HBRG

No Public Narrative.

CAD# 2020010507  
TIME: 1/19/2020 4:21:26PM  
CASE# CAD Only  
HBRG

ALARM LAW ONLY Reported at Block of 400 S 9TH ST HBRG

No Public Narrative.

**Incident Information:****Description**

1.

CAD# 2020010889  
TIME: 1/20/2020 11:48:48AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 400 S 9TH ST HBRG

No Public Narrative.

CAD# 2020011002  
TIME: 1/20/2020 3:41:09PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

JUVENILE COMPLAINT Reported at Block of 500 SMITH ST HBRG

The middle age kids had already left before LE arrived.

CAD# 2020011126  
TIME: 1/20/2020 8:05:11PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SECURITY CHECK Reported at Block of 200 SMITH ST HBRG

Deputy conducted bar check at Grid Iron Sports Bar.

CAD# 2020011154  
TIME: 1/20/2020 9:17:39PM  
CASE# CAD Only  
HBRG  
CITE EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 200 MACY ST/S 3RD ST HBRG

Operator of vehicle was stopped for having a head light out. Operator was issued a citation for driving uninsured in Harrisburg.

CAD# 2020011166  
TIME: 1/20/2020 9:42:39PM  
CASE# CAD Only  
HBRG  
CITE EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 500 SMITH ST/S 6TH ST HBRG

Operator of vehicle was issued citation for Driving Uninsured in Harrisburg.

CAD# 2020011281  
TIME: 1/21/2020 3:33:19AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 600 ERICA PL HBRG

Deputy located residence with open garage door. Deputy unable to reach homeowner as it was late at night.

## Incident Information:

## Description

1.

CAD# 2020011283  
TIME: 1/21/2020 3:48:25AM  
CASE# CAD Only  
HBRG  
CITE EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 600 TERRITORIAL ST HBRG

Operator of vehicle was stopped for moving violation. Op was issued citation for Driving Uninsured and warned for other violation observed in Harrisburg.

CAD# 2020011327  
TIME: 1/21/2020 7:58:51AM  
CASE# 2000249  
HBRG  
REPORT TAKEN

REPORT PENDING. Original Call Type: UEMV Reported At Block Of 800 S 6TH ST  
Occurred between 0758 hours on 1/21/2020 and 0758 hours on 1/21/2020 . Reported:

Vehicle parked at an address in Harrisburg has power tools taken from the job box in the back. it was estimated at this time the items were worth around \$300. At this time unk damage estimate.

CAD# 2020011401  
TIME: 1/21/2020 9:59:44AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 800 S 6TH ST/SOMMERVILLE LOOP HBRG

No Public Narrative.

CAD# 2020011431  
TIME: 1/21/2020 10:54:14AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

TRAFFIC STOP Reported at Block of 500 PEORIA RD HBRG

warn for speed, main and smith st harrisburg.

CAD# 2020011443  
TIME: 1/21/2020 11:16:06AM  
CASE# CAD Only  
HBRG  
WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 500 LASALLE ST HBRG

warn fail to obey traffic control device

CAD# 2020011445  
TIME: 1/21/2020 11:19:26AM  
CASE# CAD Only  
HBRG  
WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 500 LASALLE ST HBRG

warn fail to obey traffic control device



**Incident Information:****Description**

1.

CAD# 2020011600  
TIME: 1/21/2020 3:38:19PM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

MAIL THEFT Reported at Block of 700 PRICEBORO DR HBRG

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No Public Narrative.

CAD# 2020012275  
TIME: 1/22/2020 4:56:35PM  
CASE# CAD Only  
HBRG

TRANSFER 911 INFO - LAW CALL Reported at Block of 1100 S 6TH ST HBRG

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No Public Narrative.

CAD# 2020012284  
TIME: 1/22/2020 5:13:21PM  
CASE# CAD Only  
HBRG

NON 911 ISSUE Reported at Block of 900 ARROW LEAF PL HBRG

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CAD# 2020012306  
TIME: 1/22/2020 5:59:20PM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

SUSPICIOUS PERSON Reported at Block of 800 LASALLE ST HBRG

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Deputies attempted to locate a reported suspicious person. Deputies were unable to locate the individual.

CAD# 2020012397  
TIME: 1/22/2020 9:24:29PM  
CASE# CAD Only  
HBRG  
  
WARNING EQUIPMENT VIOL/

TRAFFIC STOP Reported at Block of 200 N 3RD ST HBRG

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Warning issued for lighting.

CAD# 2020012402  
TIME: 1/22/2020 9:36:13PM  
CASE# CAD Only  
HBRG  
  
WARNING EQUIPMENT VIOL/

TRAFFIC STOP Reported at Block of 300 N 3RD ST/PEORIA RD HBRG

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Warn for lighting violation and failure to provide registration .

**Incident Information:****Description**

1.

CAD# 2020012436  
TIME: 1/22/2020 10:42:05PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

CITIZEN CONTACT Reported at Block of 500 TERRITORIAL ST/N 6TH ST HBRG

Citizen contact

CAD# 2020012496  
TIME: 1/23/2020 4:24:40AM  
CASE# CAD Only  
HBRG  
CITE EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 100 S 4TH ST/SMITH ST HBRG

Driver was issued a citation for driving while suspended, failure to register vehicle, driving uninsured and illegal display of license plate.

CAD# 2020012666  
TIME: 1/23/2020 11:03:46AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUICIDAL SUBJECT Reported at Block of 900 ARROW LEAF PL HBRG

Subject is back in Springfield PD is continuing their investigation. NFA

CAD# 2020012963  
TIME: 1/23/2020 8:04:06PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 800 N 9TH ST HBRG

Checked the area. It was quiet.

CAD# 2020012964  
TIME: 1/23/2020 8:07:04PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 800 TERRITORIAL ST HBRG

Checked the area, it was quiet.

CAD# 2020012976  
TIME: 1/23/2020 8:28:42PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 300 N 3RD ST HBRG

No Public Narrative.

## Incident Information:

## Description

1.

CAD# 2020012980  
TIME: 1/23/2020 8:32:19PM  
CASE# CAD Only  
HBRG

NEIGHBORHOOD WATCH Reported at Block of 100 SMITH ST HBRG

No Public Narrative.

CAD# 2020013056  
TIME: 1/23/2020 11:10:42PM  
CASE# CAD Only  
HBRG  
  
FALSE ALARM POLICE

ALARM LAW ONLY Reported at Block of 600 ERICA PL HBRG

Alarm.

CAD# 2020013068  
TIME: 1/23/2020 11:40:11PM  
CASE# 2000279  
HBRG  
  
REPORT TAKEN

Report Filed. WARRANT ARREST (LW ONLY) Reported At Block Of 400 N 7TH ST/STANLEY LN Occurred between 2339 hours on 1/23/2020 and 2340 hours on 1/23/2020 .

Arrested 28 year old male, Dylan Hannah, out of Eugene for an outstanding warrant. He was taken to Linn County Jail without incident.

CAD# 2020013178  
TIME: 1/24/2020 7:52:22AM  
CASE# 2000289  
HBRG  
  
REPORT TAKEN

REPORT PENDING. Original Call Type: DISTURBANCE Reported At Block Of 400 S 9TH ST Occurred between 0752 hours on 1/24/2020 and 0752 hours on 1/24/2020 . Reported:

Two males in a physical altercation at Harrisburg High School. All parties were interviewed and they did not want to pursue criminal charges.

CAD# 2020013587  
TIME: 1/24/2020 8:10:42PM  
CASE# CAD Only  
HBRG  
  
WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 1100 S 6TH ST/PRICEBORO DR HBRG

Operator of vehicle verbally warned for speed on S 6th St near Priceboro in Harrisburg.

CAD# 2020013644  
TIME: 1/24/2020 9:46:55PM  
CASE# CAD Only  
HBRG  
  
CITE DWS NO ODL

TRAFFIC STOP Reported at Block of 300 S 3RD ST HBRG

Operator of vehicle was issued citation for No Valid Operators License in Harrisburg .

## Incident Information:

## Description

1.

CAD# 2020013800  
TIME: 1/25/2020 3:26:28AM  
CASE# CAD Only  
HBRG  
WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 500 S 2ND ST HBRG

Newspaper delivery service new to this area for route. Verbally warned for fail to obey a traffic control device while trying to save time on his route.

CAD# 2020013934  
TIME: 1/25/2020 11:40:21AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

VIOLATION OF ORDER Reported at Block of 600 N 7TH ST HBRG

Report of violation of no contact release agreement.

CAD# 2020014186  
TIME: 1/25/2020 8:11:03PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 100 N 3RD ST/MONROE ST HBRG

Operator of vehicle purchased vehicle today and was attempting to get it home. Operator warned for expired tags.

CAD# 2020014218  
TIME: 1/25/2020 9:01:02PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 500 S 6TH ST HBRG

Verbal disturbance between two roommates. Aggressor was going to bed and agreed to leave other male alone.

CAD# 2020014271  
TIME: 1/25/2020 10:32:53PM  
CASE# 2000307  
HBRG  
REPORT TAKEN

Vehicle was observed trespassing in a park after dark in Harrisburg. Deputy observed an equipment violation on vehicle as it attempted to leave parking lot. Vehicle was stopped and the odor of marijuana was smelled immediately. Juvenile operator and two juvenile passengers admitted to smoking marijuana were placed in custody for Marijuana MIP Under

CAD# 2020014351  
TIME: 1/26/2020 1:53:12AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 600 N 9TH ST HBRG

Vehicle door was open and investigation revealed registered owner was in vehicle.

## Incident Information:

## Description

1.

CAD# 2020014619  
TIME: 1/26/2020 5:48:05PM  
CASE# CAD Only  
HBRG

TRANSFER 911 INFO - LAW CALL Reported at Block of 400 S 3RD ST/SCHOOLING ST  
HBRG

No Public Narrative.

CAD# 2020014623  
TIME: 1/26/2020 5:49:13PM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

DISTURBANCE Reported at Block of 300 S 3RD ST HBRG

Deputies responded to a verbal disturbance between male and female. Dispute was over the female half gambling away all of their money. The area was checked including the video poker bars. Male and female were not located. Multiple witnesses observed the parties arguing but were unsure where they last went. Male half is known to no longer live in Linn

CAD# 2020014691  
TIME: 1/26/2020 8:38:49PM  
CASE# CAD Only  
HBRG  
  
WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 700 PRICEBORO DR/COBURG RD HBRG

Operator verbally warned for speed on S 6th Street near Sommerville Loop in Harrisburg.

CAD# 2020015057  
TIME: 1/27/2020 1:53:14PM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 1000 S 11TH ST HBRG

Unknown cause of an alarm activation.

CAD# 2020015110  
TIME: 1/27/2020 3:05:19PM  
CASE# CAD Only  
HBRG  
  
CITE EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 100 S 1ST ST HBRG

Vehicle stopped for expired registration. Operator issued a citation for DWS-V, Driving Uninsured, and Failure to Register Vehicle.

CAD# 2020015173  
TIME: 1/27/2020 4:35:57PM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 400 S 9TH ST HBRG

Follow up on an ongoing case.

**Incident Information:****Description**

1.

CAD# 2020015203  
TIME: 1/27/2020 5:43:01PM  
CASE# CAD Only  
HBRG

911 HANG UP CALL Reported at Block of 400 TERRITORIAL ST HBRG

No Public Narrative.

CAD# 2020015224  
TIME: 1/27/2020 6:32:41PM  
CASE# CAD Only  
HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 400 TERRITORIAL ST HBRG

CAD# 2020015370  
TIME: 1/28/2020 2:51:24AM  
CASE# CAD Only  
HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 400 TERRITORIAL ST HBRG

No Public Narrative.

CAD# 2020015646  
TIME: 1/28/2020 1:42:18PM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

DISTURBANCE Reported at Block of 600 LASALLE ST HBRG

civil issue over dogs.

CAD# 2020015825  
TIME: 1/28/2020 7:29:36PM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 800 SMITH ST HBRG

No Public Narrative.

CAD# 2020015874  
TIME: 1/28/2020 9:17:35PM  
CASE# CAD Only  
HBRG

NEIGHBORHOOD WATCH Reported at Block of 100 SMITH ST HBRG

No Public Narrative.

30

## Incident Information:

## Description

1.

CAD# 2020015905  
TIME: 1/28/2020 10:44:10PM  
CASE# 2000348  
HBRG  
REPORT TAKEN

Report Filed. ASSAULT 4 - FEL DOMESTIC Reported At Block Of 300 FOUNTAIN ST  
Occurred between 2243 hours on 1/28/2020 and 2244 hours on 1/28/2020 . Reported:

Laura was intoxicated and scratched both her children during a physical altercation. She invoked her right to remain silent and was arrested for two counts of assault four. She was transported to LCJ without incident and was lodged. Report to follow

CAD# 2020015916  
TIME: 1/28/2020 11:08:50PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 100 N 1ST ST HBRG

Deputies investigated a suspicious vehicle. Investigation revealed a woman was waiting for her son in a park overnight. The woman was compliant when Deputies asked her to move.

CAD# 2020016253  
TIME: 1/29/2020 2:00:48PM  
CASE# CAD Only  
HBRG

911 HANG UP CALL Reported at Block of 800 LASALLE ST HBRG

No Public Narrative.

CAD# 2020016400  
TIME: 1/29/2020 6:24:12PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 200 S 1ST ST HBRG

Adult female with several mental disability's ran away from group home. Female was located in different town and given a ride back home.

CAD# 2020016761  
TIME: 1/30/2020 12:03:58PM  
CASE# CAD Only  
HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 400 TERRITORIAL ST HBRG

CAD# 2020016826  
TIME: 1/30/2020 1:37:03PM  
CASE# CAD Only  
HBRG  
WARNING ISSUED

DOG COMPLAINT Reported at Block of 200 S 4TH ST HBRG

issued written warning to dog owner for nuisance barking

**Incident Information:****Description**

1.

CAD# 2020017200  
TIME: 1/31/2020 2:40:25AM  
CASE# CAD Only  
HBRG  
FALSE ALARM POLICE

ALARM LAW ONLY Reported at Block of 200 N 3RD ST HBRG

False police alarm at Citizen`s Bank in Harrisburg.

CAD# 2020017350  
TIME: 1/31/2020 11:05:22AM  
CASE# CAD Only  
HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 800 S 8TH PL HBRG

CAD# 2020017365  
TIME: 1/31/2020 11:13:32AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 800 S 3RD ST HBRG

Assisted Eugene Police Department.

CAD# 2020017663  
TIME: 1/31/2020 7:25:40PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

911 HANG UP CALL Reported at Block of 700 ARROW LEAF PL HBRG

Unknown source of a 911 hang-up call.



Incident Information:	Description
	1.



# LINN COUNTY SHERIFF'S OFFICE

1.

**Jim Yon, Sheriff**

1115 S.E. Jackson Street, Albany, OR 97322

Albany, OR. 97322

Phone: 541-967-3950

www.linnsheriff.org

## 2020

### MONTHLY REPORT TO THE CITY OF HARRISBURG FROM THE LINN COUNTY SHERIFF'S OFFICE

**FOR THE MONTH OF:**

**February**

TRAFFIC CITATIONS: _____	18
TRAFFIC WARNINGS: _____	27
TRAFFIC CRASHES: _____	1
ADULTS CITED/VIOLATIONS: _____	1
ADULTS ARRESTED: _____	4
JUVENILES CITED/VIOLATIONS: _____	0
JUVENILES ARRESTED: _____	3
COMPLAINTS/INCIDENTS INVESTIGATED: _____	161

<b>TOTAL HOURS SPENT:</b>	<b>HARRISBURG</b>	<b>287</b>
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**CONTRACT HOURS= 275 HOURS**

**Jim Yon,  
Sheriff, Linn County**

**By: Sergeant Greg Klein**



**MONTHLY BULLETIN OF DISPATCHED  
CALLS AND CASES  
FOR CONTRACT CITIES**

This Report Encompasses: 2/ 1/20 to 2/29/20

1.

Total Incidents This Month: **161**

Incident Information:	Description
CAD# 2020018297 TIME: 2/1/2020 11:09:57PM CASE# CAD Only HBRG  CAD CALL COMPLETE	INFORMATION ONLY REPORT Reported at Block of 100 S 2ND ST HBRG  Caller reported someone was given their debit car mistakenly. The caller did not want to pursue charges.
CAD# 2020018416 TIME: 2/2/2020 7:21:14AM CASE# CAD Only HBRG  CAD CALL COMPLETE	ASSIST OTHER AGENCY Reported at Block of 800 S 9TH ST HBRG  Assisted Washington Co. SO. with a call.
CAD# 2020018641 TIME: 2/2/2020 4:04:05PM CASE# CAD Only HBRG	POCKET DIAL LCSO AND CRCC Reported at Block of 400 TERRITORIAL ST HBRG
CAD# 2020018659 TIME: 2/2/2020 4:27:21PM CASE# CAD Only HBRG  WARNING MOVING VIOLATIC	TRAFFIC STOP Reported at Block of 400 N 7TH ST HBRG  female operator warned for a moving violation.
CAD# 2020018731 TIME: 2/2/2020 6:43:40PM CASE# CAD Only HBRG  CAD CALL COMPLETE	WELFARE CHECK Reported at Block of 1000 APPLGATE PL HBRG  Deputies investigated a report of a runaway juvenile. The juvenile was taken into the care of it's grandparents.

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## Incident Information:

## Description

1.

CAD# 2020018862  
TIME: 2/2/2020 9:12:58PM  
CASE# CAD Only  
HBRG  
CITE EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 700 SOMMERVILLE LOOP/S 6TH ST HBRG

Traffic Stop. A driver was cited for Driving Uninsured, VBR 67/55, and Defective Lighting.

CAD# 2020018885  
TIME: 2/2/2020 9:49:17PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

HAZARD OTHER Reported at Block of 500 S 6TH ST HBRG

Deputy came across a vehicle parked in the bike lane. The Deputy was able to locate the owner and have the vehicle moved.

CAD# 2020019162  
TIME: 2/3/2020 11:26:05AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 600 N 9TH ST HBRG

Juvenile arrested for Assault IV.

CAD# 2020019460  
TIME: 2/3/2020 7:49:47PM  
CASE# CAD Only  
HBRG  
WARNING MOVING VIOLATION

TRAFFIC STOP Reported at Block of 300 SMITH ST/N 4TH ST HBRG

Operator warned for moving violation and fail to show current proof of insurance in Harrisburg.

CAD# 2020019466  
TIME: 2/3/2020 8:13:57PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 1100 S 6TH ST HBRG

Operator of vehicle was warned for head light out in Harrisburg.

CAD# 2020019483  
TIME: 2/3/2020 8:41:34PM  
CASE# CAD Only  
HBRG  
CITE AGGRESSIVE DRIVER

TRAFFIC STOP Reported at Block of 800 DIAMOND HILL DR/CRIMSON WAY HBRG

Operator of vehicle issued speed citation in Harrisburg for traveling 45mph in a posted 25mph zone.

## Incident Information:

## Description

1.

CAD# 2020019508  
TIME: 2/3/2020 9:35:31PM  
CASE# CAD Only  
HBRG  
WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 1100 S 6TH ST/PRICEBORO DR HBRG

Operator of vehicle was verbally warned for speed violation on S 6th St near Priceboro Drive in Harrisburg.

CAD# 2020019556  
TIME: 2/4/2020 12:05:32AM  
CASE# 2000424  
HBRG  
REPORT TAKEN

Report Filed. CANCELLED REPORT Reported At Block Of 800 S 3RD ST Occurred between 0004 hours on 2/4/2020 and 0005 hours on 2/4/2020 . Reported: 2/4/2020 Officer

Operator of vehicle was verbally warned for speed violation and issued traffic citations for No Valid Operators license, Driving Uninsured, and Fail to Yield to Emergency Vehicle in Harrisburg.

CAD# 2020019696  
TIME: 2/4/2020 9:46:27AM  
CASE# CAD Only  
HBRG

911 HANG UP CALL Reported at Block of 400 TERRITORIAL ST HBRG

No Public Narrative.

CAD# 2020019700  
TIME: 2/4/2020 9:52:52AM  
CASE# CAD Only  
HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 400 TERRITORIAL ST HBRG

No Public Narrative.

CAD# 2020020115  
TIME: 2/4/2020 9:31:03PM  
CASE# CAD Only  
HBRG  
WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 300 TERRITORIAL ST/N 4TH ST HBRG

Operator of vehicle verbally warned for improper left turn after exiting the Dollar General in Harrisburg.

CAD# 2020020254  
TIME: 2/5/2020 8:38:24AM  
CASE# 2000439  
HBRG  
REPORT TAKEN

Report Filed. PROPERTY, FOUND Reported At Block Of 600 N 9TH ST Occurred between 1400 hours on 1/15/2020 and 1400 hours on 1/15/2020 . Reported: 1/15/2020 Officer

No Public Narrative.

The owner of the property was contacted

37

## Incident Information:

## Description

1.

CAD# 2020020444  
TIME: 2/5/2020 1:24:24PM  
CASE# 2000448  
HBRG  
REPORT TAKEN

Report Filed. PROPERTY, LOST Reported At Block Of 200 MOORE ST Occurred between 0000 hours on 11/5/2013 and 1324 hours on 2/5/2020 . Reported: 2/5/2020 Officer

gun reported stolen. report to follow.

CAD# 2020020573  
TIME: 2/5/2020 4:48:10PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

CIVIL DISPUTE REPORT Reported at Block of 800 SOMMERVILLE LOOP HBRG

Parenting agreement issues. They were told to seek attorney guidance.

CAD# 2020020581  
TIME: 2/5/2020 5:05:51PM  
CASE# 2000451  
HBRG  
REPORT TAKEN

Report Filed. ROBBERY 3 - CONV STORE Reported At Block Of 300 N 3RD ST Occurred between 1705 hours on 2/5/2020 and 1705 hours on 2/5/2020 . Reported: 2/5/2020 Officer

Male stole items from Dollar General, forced his way past employees attempting to stop the theft. Investigation continuing.

CAD# 2020020654  
TIME: 2/5/2020 8:16:50PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 700 S 6TH ST HBRG

Warning issued to driver who's vehicle lighting was having electrical issues. No tail lights

CAD# 2020020664  
TIME: 2/5/2020 8:44:52PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 500 SMITH ST HBRG

Warning issued for bicyclist.

CAD# 2020020689  
TIME: 2/5/2020 9:42:57PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

ASSIST OTHER AGENCY Reported at Block of 700 N 8TH ST HBRG

I was requested to assist during a medical call. I arrived on scene and they had already handled the situation.

**Incident Information:****Description**

1.

CAD# 2020020728  
TIME: 2/5/2020 11:36:09PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

OUT WITH A VEHICLE Reported at Block of 100 S 1ST ST/MOORE ST HBRG

Suspicious vehicle with large amount of stuff on it. Checked the vehicle and there was no driver.

CAD# 2020020731  
TIME: 2/5/2020 11:54:50PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

OUT WITH A VEHICLE Reported at Block of 200 MONROE ST HBRG

Contacted male sleeping in vehicle. He was told to move along.

CAD# 2020020737  
TIME: 2/6/2020 12:19:29AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

OUT WITH A VEHICLE Reported at Block of 100 N 1ST ST HBRG

Warned occupants the park is closed.

CAD# 2020020964  
TIME: 2/6/2020 11:22:58AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 300 N 3RD ST HBRG

No Public Narrative.

CAD# 2020021012  
TIME: 2/6/2020 12:48:56PM  
CASE# CAD Only  
HBRG

EXTRA PATROL Reported at Block of 200 N 2ND ST/TERRITORIAL ST HBRG

No Public Narrative.

CAD# 2020021046  
TIME: 2/6/2020 1:29:44PM  
CASE# CAD Only  
HBRG

ALARM LAW ONLY Reported at Block of 500 N 6TH ST HBRG

No Public Narrative.

## Incident Information:

## Description

1.

CAD# 2020021161  
TIME: 2/6/2020 3:54:14PM  
CASE# 2000460  
HBRG  
REPORT TAKEN

Report Filed. CRIMINAL MISCHIEF 2 - RESULT CRIMINAL ACT Reported At Block Of 500 N 6TH ST Occurred between 1554 hours on 2/6/2020 and 1554 hours on 2/6/2020 . Reported:

vehicle hit while parked on the side of the road in front of listed address, between friday Jan 31st, and monday Feb 3rd. approximately \$2000 in damage. report to follow

CAD# 2020021191  
TIME: 2/6/2020 4:36:38PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 200 N 7TH ST/TERRITORIAL ST HBRG

No Public Narrative.

CAD# 2020021361  
TIME: 2/6/2020 10:37:03PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 100 SMITH ST/N 2ND ST HBRG

Caller reported someone was driving by and taking pictures of his license plate. I checked the area and never found the suspicious vehicle/person.

CAD# 2020021673  
TIME: 2/7/2020 12:51:22PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

911 HANG UP CALL Reported at Block of 800 S 9TH ST HBRG

Four year old dialed 911 and hung up.

CAD# 2020021860  
TIME: 2/7/2020 5:49:01PM  
CASE# 2000482  
HBRG  
REPORT TAKEN

Report Filed. DOG AT LARGE Reported At Block Of 700 CRIMSON WAY Occurred between 1748 hours on 2/7/2020 and 1749 hours on 2/7/2020 . Reported: 2/7/2020 Officer

Dog owner was issued citation for Dog at Large in Harrisburg.

CAD# 2020022061  
TIME: 2/8/2020 1:00:19AM  
CASE# 2000485  
HBRG  
REPORT TAKEN

Report Filed. HARASSMENT PHYSICAL CONTACT/SIMPLE ASSAULT Reported At Block Of 100 S 2ND ST Occurred between 0059 hours on 2/8/2020 and 0100 hours on 2/8/2020 .

Billy Jack Bennett, 45, of Harrisburg, was arrested for Disorderly Conduct and Physical Harassment after being involved in an altercation at The Voo. Billy was issued a criminal citation and released.



## Incident Information:

## Description

1.

CAD# 2020022113  
TIME: 2/8/2020 4:15:23AM  
CASE# CAD Only  
HBRG  
CITE EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 200 LASALLE ST/S 3RD ST HBRG

Operator of vehicle was issued a citation for Driving Uninsured in Harrisburg.

CAD# 2020022289  
TIME: 2/8/2020 1:51:57PM  
CASE# CAD Only  
HBRG

911 HANG UP CALL Reported at Block of 200 CLAY CT HBRG

No Public Narrative.

CAD# 2020022326  
TIME: 2/8/2020 3:13:18PM  
CASE# CAD Only  
HBRG  
WARNING ISSUED

TRAFFIC STOP Reported at Block of 300 LASALLE ST/S 4TH ST HBRG

No Public Narrative.

CAD# 2020022342  
TIME: 2/8/2020 3:57:27PM  
CASE# CAD Only  
HBRG  
NO REPORT

SUSPICIOUS VEHICLE Reported at Block of 100 N 1ST ST HBRG

No Public Narrative.

CAD# 2020022432  
TIME: 2/8/2020 7:12:57PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 100 N 3RD ST/MONROE ST HBRG

Operator warned for head light out.

CAD# 2020022445  
TIME: 2/8/2020 7:53:18PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

INFORMATION ONLY REPORT Reported at Block of 100 SMITH ST HBRG

Two kids asked if they could film a rap video at the gazebo in Harrisburg for approximately 10 minutes.

**Incident Information:****Description**

1.

CAD# 2020022451  
TIME: 2/8/2020 8:17:59PM  
CASE# CAD Only  
HBRG  
WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 600 SMITH ST/N 7TH ST HBRG

Deputy verbally warned operator of vehicle for several moving traffic violations .

CAD# 2020022469  
TIME: 2/8/2020 8:42:16PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 100 S 2ND ST HBRG

Deputy conducted follow up at The Voo in Harrisburg.

CAD# 2020022476  
TIME: 2/8/2020 8:54:46PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

INFORMATION ONLY REPORT Reported at Block of 200 SMITH ST HBRG

Manager of bar in Harrisburg had several questions regarding how he can continue to operate effectively and safely.

CAD# 2020022521  
TIME: 2/8/2020 9:46:23PM  
CASE# CAD Only  
HBRG

NEIGHBORHOOD WATCH Reported at Block of 100 SMITH ST HBRG

CAD# 2020022655  
TIME: 2/9/2020 2:43:12AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

911 HANG UP CALL Reported at Block of 800 S 9TH ST HBRG

Deputy responded to 911 Hang Up. Deputy learned 4 year old used dad's phone and called 911 on accident.

CAD# 2020022942  
TIME: 2/9/2020 5:52:27PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 600 DEMPSEY ST HBRG

Deputy conducted welfare check on 7 year old after caller reported seeing the father lock him outside while it was cold.

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## Incident Information:

## Description

1.

CAD# 2020023026  
TIME: 2/9/2020 8:47:23PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOL/

TRAFFIC STOP Reported at Block of 500 TERRITORIAL ST/N 6TH ST HBRG

Operator warned for failure to carry current proof of insurance and registration.

CAD# 2020023171  
TIME: 2/10/2020 7:53:16AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

MISSING PERSONS Reported at Block of 700 PRICEBORO DR HBRG

young male juvenile walked away from daycare but was quickly located walking to school.

CAD# 2020023174  
TIME: 2/10/2020 8:08:35AM  
CASE# 2000497  
HBRG  
REPORT TAKEN

REPORT PENDING. Original Call Type: UEMV Reported At Block Of 200 S 9TH ST  
Occurred between 0808 hours on 2/10/2020 and 0808 hours on 2/10/2020 . Reported:

A theft of tools was reported from a work vehicle at the listed location .

CAD# 2020023250  
TIME: 2/10/2020 9:53:29AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

NARCOTICS OFFENSE Reported at Block of 400 S 9TH ST HBRG

School reported some possible drug activity involving several students.

CAD# 2020023256  
TIME: 2/10/2020 10:04:16AM  
CASE# 2000499  
HBRG  
REPORT TAKEN

REPORT PENDING. Original Call Type: THEFT Reported At Block Of 600 SMITH ST  
Occurred between 1004 hours on 2/10/2020 and 1004 hours on 2/10/2020 . Reported:

Caller reported a theft of contractors electrical cord at work site.

CAD# 2020023297  
TIME: 2/10/2020 11:15:31AM  
CASE# CAD Only  
HBRG

911 HANG UP CALL Reported at Block of 400 TERRITORIAL ST HBRG

No Public Narrative.

**Incident Information:****Description**

1.

CAD# 2020023403  
TIME: 2/10/2020 1:58:25PM  
CASE# CAD Only  
HBRG

LOST PROPERTY Reported at Block of 100 SMITH ST HBRG

No Public Narrative.

CAD# 2020023448  
TIME: 2/10/2020 3:07:54PM  
CASE# CAD Only  
HBRG

911 HANG UP CALL Reported at Block of 800 SMITH ST HBRG

No Public Narrative.

CAD# 2020023542  
TIME: 2/10/2020 5:09:58PM  
CASE# 2000510  
HBRG  
REPORT TAKEN

Report Filed. WARRANT ARREST (LW ONLY) Reported At Block Of 1000 S 6TH ST  
Occurred between 1708 hours on 2/10/2020 and 1709 hours on 2/10/2020 . Reported:

Responded to a call regarding a disciplinary disagreement between parents. I later learned the male in the household had an outstanding warrant for his arrest. Alexander Lebanno, 28 year old male was arrested for contempt of court.

CAD# 2020023613  
TIME: 2/10/2020 7:27:57PM  
CASE# CAD Only  
HBRG

SUSPICIOUS CIRCUMSTANCE Reported at Block of 800 S 8TH PL/LASALLE ST HBRG

No Public Narrative.

CAD# 2020023616  
TIME: 2/10/2020 7:32:51PM  
CASE# CAD Only  
HBRG

NON 911 ISSUE Reported at Block of 800 LASALLE ST HBRG

No Public Narrative.

CAD# 2020023620  
TIME: 2/10/2020 7:37:48PM  
CASE# CAD Only  
HBRG

MISUSE OF 911 SYSTEM Reported at Block of 800 SMITH ST HBRG

No Public Narrative.

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**Incident Information:****Description**

1.

CAD# 2020023624  
TIME: 2/10/2020 7:45:01PM  
CASE# CAD Only  
HBRG

NON 911 ISSUE Reported at Block of 800 LASALLE ST HBRG

No Public Narrative.

CAD# 2020023626  
TIME: 2/10/2020 7:46:36PM  
CASE# CAD Only  
HBRG

NON 911 ISSUE Reported at Block of 800 SMITH ST HBRG

No Public Narrative.

CAD# 2020023635  
TIME: 2/10/2020 8:01:50PM  
CASE# CAD Only  
HBRG

NON 911 ISSUE Reported at Block of 800 SMITH ST HBRG

No Public Narrative.

CAD# 2020023642  
TIME: 2/10/2020 8:10:28PM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

MISUSE OF 911 SYSTEM Reported at Block of 800 S 9TH ST HBRG

4 year old was repeatedly calling 911 without an emergency. The child was located and talked to about not calling 911 unless there was an emergency.

CAD# 2020023643  
TIME: 2/10/2020 8:10:41PM  
CASE# CAD Only  
HBRG

NON 911 ISSUE Reported at Block of 400 TERRITORIAL ST HBRG

No Public Narrative.

CAD# 2020024016  
TIME: 2/11/2020 12:44:01PM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 300 N 3RD ST HBRG

No Public Narrative.

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## Incident Information:

## Description

1.

CAD# 2020024028  
TIME: 2/11/2020 1:03:07PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

LOST PROPERTY Reported at Block of 100 SMITH ST HBRG

No Public Narrative.

CAD# 2020024149  
TIME: 2/11/2020 3:54:51PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 300 N 3RD ST HBRG

No Public Narrative.

CAD# 2020024306  
TIME: 2/11/2020 8:04:18PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 900 S 2ND ST HBRG

Checked the area during extra patrol. It was quiet.

CAD# 2020024331  
TIME: 2/11/2020 9:01:25PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 600 DEMPSEY ST/DEMPSEY CT HBRG

Warning issued to driver for license plate light out, brake light, failure to carry proof of insurance and failure to update address to DMV.

CAD# 2020024372  
TIME: 2/11/2020 10:16:40PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 23600 PEORIA RD HBRG

Checked the RV park. It was quiet.

CAD# 2020024398  
TIME: 2/11/2020 11:24:30PM  
CASE# CAD Only  
HBRG  
CITE NO INSURANCE

TRAFFIC STOP Reported at Block of 200 N 3RD ST/TERRITORIAL ST HBRG

Citation issued to driver for driving while suspended, and no insurance. Warned for failure to maintain lane and failure to signal.

## Incident Information:

## Description

1.

CAD# 2020024634  
TIME: 2/12/2020 10:25:59AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

MINOR IN POSSESSION MARIJUANA Reported at Block of 800 SMITH ST HBRG

15 year old who is refusing to follow rules of the home.

CAD# 2020024649  
TIME: 2/12/2020 10:37:41AM  
CASE# 2000534  
HBRG  
REPORT TAKEN

Report Filed. AOA-PERSON CRIME Reported At Block Of 800 DIAMOND HILL DR  
Occurred between 1930 hours on 2/11/2020 and 1037 hours on 2/12/2020 . Reported:

Deputy responded to report of possible child abuse. Deputy responded and learned this was a domestic violence altercation between witnesses mother and her boyfriend. Deputy interviewed several witnesses. Deputy pulled a Courtesy Report and will route to outside agency, as alleged event did not occur in Linn County.

CAD# 2020024796  
TIME: 2/12/2020 1:46:01PM  
CASE# CAD Only  
HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 200 S 6TH ST HBRG

CAD# 2020025034  
TIME: 2/12/2020 8:39:08PM  
CASE# CAD Only  
HBRG

NEIGHBORHOOD WATCH Reported at Block of 100 SMITH ST HBRG

CAD# 2020025050  
TIME: 2/12/2020 9:32:40PM  
CASE# CAD Only  
HBRG  
CITE SPEEDING VIOLATION

TRAFFIC STOP Reported at Block of 1100 S 6TH ST/PRICEBORO DR HBRG

Operator of vehicle was issued speed citation for traveling 50mph in a 35mph zone during heavy fog a freezing temperatures.

CAD# 2020025191  
TIME: 2/13/2020 7:26:51AM  
CASE# 2000541  
HBRG  
REPORT TAKEN

Report Filed. BURGLARY 2 - OTHER STRUCTURE Reported At Block Of 400 S 9TH ST  
Occurred between 1530 hours on 2/12/2020 and 0726 hours on 2/13/2020 . Reported:

deputies responded to a reported burglary at Harrisburg High School. The investigation revealed sometime during the prior evening, unknown suspect(s) removed a lock from a storage connex. The connex belong to GBC Construction in Corvallis. Numerous powers

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## Incident Information:

## Description

1.

CAD# 2020025260  
TIME: 2/13/2020 9:33:24AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 200 SMITH ST HBRG

employee second day had keys but no code. he is leaving until he can reach manager

CAD# 2020025313  
TIME: 2/13/2020 11:24:02AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 400 S 9TH ST HBRG

CAD# 2020025431  
TIME: 2/13/2020 2:13:47PM  
CASE# CAD Only  
HBRG

TRAFFIC HAZARD Reported at Block of 200 S 6TH ST HBRG

No Public Narrative.

CAD# 2020025618  
TIME: 2/13/2020 8:00:41PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 200 N 3RD ST/TERRITORIAL ST HBRG

Operator of vehicle verbally warned for several equipment violations in Harrisburg.

CAD# 2020025715  
TIME: 2/13/2020 11:35:10PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 400 TERRITORIAL ST HBRG

Operator warned for broken tail light in Harrisburg.

CAD# 2020026017  
TIME: 2/14/2020 1:29:03PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUSPECT FOLLOW UP Reported at Block of 700 SMITH ST HBRG

No Public Narrative.



## Incident Information:

## Description

1.

CAD# 2020026155  
TIME: 2/14/2020 4:46:30PM  
CASE# CAD Only  
HBRG

911 HANG UP CALL Reported at Block of 800 S 9TH ST HBRG

No Public Narrative.

CAD# 2020026298  
TIME: 2/14/2020 10:18:46PM  
CASE# CAD Only  
HBRG  
  
FALSE ALARM POLICE

ALARM LAW ONLY Reported at Block of 200 N 3RD ST HBRG

Responded to an alarm at the location. It was a false alarm.

CAD# 2020026367  
TIME: 2/15/2020 12:34:49AM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 800 ARROW LEAF AVE HBRG

Checking the area and found a garage door open. I told the home owners and they shut it.

CAD# 2020026601  
TIME: 2/15/2020 1:23:37PM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 200 MOORE ST HBRG

No Public Narrative.

CAD# 2020026614  
TIME: 2/15/2020 1:57:51PM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

SUSPECT FOLLOW UP Reported at Block of 700 SMITH ST HBRG

Brett Blair taken into custody for Robbery in the third degree after a robbery that occurred at the Dollar General store in Harrisburg on February 5th.

CAD# 2020026785  
TIME: 2/15/2020 7:53:04PM  
CASE# 2000570  
HBRG  
  
REPORT TAKEN

Report Filed. THEFT 3 - FROM VEHICLE Reported At Block Of 900 S 9TH ST Occurred between 0900 hours on 2/14/2020 and 1953 hours on 2/15/2020 . Reported: 2/15/2020

License plates were stolen from a vehicle. It is an ongoing investigation.

## Incident Information:

## Description

1.

CAD# 2020026821  
TIME: 2/15/2020 9:34:45PM  
CASE# CAD Only  
HBRG

NEIGHBORHOOD WATCH Reported at Block of 100 SMITH ST HBRG

CAD# 2020026925  
TIME: 2/16/2020 4:18:49AM  
CASE# 2000575  
HBRG  
REPORT TAKEN

Report Filed. DUII - .08 THRU .14 Reported At Block Of 200 N 7TH ST Occurred between 0417 hours on 2/16/2020 and 0418 hours on 2/16/2020 . Reported: 2/16/2020 Officer

Jonathon Dearborn, a 35 year old Tangent resident, was arrested for DUII and Reckless Driving. Dearborn was transported to the Linn County Jail where he was processed and released.

CAD# 2020027110  
TIME: 2/16/2020 3:05:16PM  
CASE# 2000579  
HBRG  
REPORT TAKEN

Report Filed. RUNAWAY JUVENILE - OWN AGENCY Reported At Block Of 800 SMITH ST Occurred between 1459 hours on 2/16/2020 and 1500 hours on 2/16/2020 . Reported:

Report of a runaway.

CAD# 2020027154  
TIME: 2/16/2020 4:04:08PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

MVC NON INJURY Reported at Block of 300 N 3RD ST HBRG

Non injury crash with a stationary object.

CAD# 2020027301  
TIME: 2/16/2020 10:39:00PM  
CASE# CAD Only  
HBRG  
CITE NO INSURANCE

TRAFFIC STOP Reported at Block of 300 N 3RD ST/PEORIA RD HBRG

Driver was issued citations for Driving While Suspended and driving uninsured.

CAD# 2020027567  
TIME: 2/17/2020 12:56:02PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

THEFT Reported at Block of 100 S 3RD ST HBRG

Caller wanting to report the theft of her cell phone. Caller lives in Eugene and was referred to the Eugene Police Department.

50

## Incident Information:

## Description

1.

CAD# 2020027736  
TIME: 2/17/2020 6:58:29PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOL/

TRAFFIC STOP Reported at Block of 400 S 2ND ST/SCHOOLING ST HBRG

Operator of vehicle verbally warned for driver side tail light out.

CAD# 2020027743  
TIME: 2/17/2020 7:20:50PM  
CASE# CAD Only  
HBRG  
WARNING EQUIPMENT VIOL/

TRAFFIC STOP Reported at Block of 1000 S 6TH ST HBRG

Operator of vehicle verbally warned for head light out.

CAD# 2020027748  
TIME: 2/17/2020 7:40:46PM  
CASE# CAD Only  
HBRG  
CITE MOVING VIOLATION

TRAFFIC STOP Reported at Block of 200 N 9TH ST/TERRITORIAL ST HBRG

Operator of vehicle was issued a traffic citation or Failure to Obey a Traffic Control Device in Harrisburg after running a stop sign.

CAD# 2020027928  
TIME: 2/18/2020 7:39:39AM  
CASE# 2000590  
HBRG  
REPORT TAKEN

Report Filed. UUV Reported At Block Of 200 N 2ND ST Occurred between 0738 hours on 2/18/2020 and 0739 hours on 2/18/2020 . Reported: 2/18/2020 Officer Statement:

Vehicle stolen from in front of victims residence .

CAD# 2020027994  
TIME: 2/18/2020 10:20:43AM  
CASE# 2000594  
HBRG  
REPORT TAKEN

REPORT PENDING. Original Call Type: MINOR IN POSSESSION MARIJUANA Reported At Block Of 200 S 6TH ST Occurred between 1020 hours on 2/18/2020 and 1020 hours on

Juvenile brought marijuana to school and smoked it in the bathroom.

CAD# 2020028044  
TIME: 2/18/2020 11:53:31AM  
CASE# 2000601  
HBRG  
REPORT TAKEN

REPORT PENDING. Original Call Type: FRAUD Reported At Block Of 200 SMITH ST Occurred between 1153 hours on 2/18/2020 and 1153 hours on 2/18/2020 . Reported:

Caller mailed a check for a piece of equipment to North Carolina. The check was stolen in N.C. altered and cashed for different amount.

## Incident Information:

## Description

1.

CAD# 2020028227  
 TIME: 2/18/2020 4:47:12PM  
 CASE# 2000606  
 HBRG  
 REPORT TAKEN

REPORT PENDING. Original Call Type: BURGLARY Reported At Block Of 200 N 2ND ST  
 Occurred between 1647 hours on 2/18/2020 and 1647 hours on 2/18/2020 . Reported:

Caller had her vehicle stolen earlier in morning. The vehicle was recovered same day near Junction City. Caller reported someone entered her residence today between 1330 and 1530 hours while she was having her key fobs reprogrammed for her vehicle. Caller reported a pair of dark blue women's Levi jeans worth approximately \$25 and a black and yellow Dewalt

CAD# 2020028312  
 TIME: 2/18/2020 7:58:03PM  
 CASE# CAD Only  
 HBRG  
 CAD CALL COMPLETE

911 HANG UP CALL Reported at Block of 800 S 9TH ST HBRG

Deputy responded to 911 hang up at address with similar history. Deputy called number and spoke to juvenile who called. Juvenile cooperated and gave phone to adult. I spoke to adult at location and advised the child is no longer allowed to use the phone, unless there is an emergency. Juvenile and guardians advised they understood.

CAD# 2020028354  
 TIME: 2/18/2020 9:51:42PM  
 CASE# CAD Only  
 HBRG  
 CAD CALL COMPLETE

TRESPASS Reported at Block of 500 S 5TH ST HBRG

Deputies checked area for person who was observed going through a trash can that was out on the public street. Due to time delay from higher priority calls, Deputy's did not locate the female suspect. At this time, no crimes were reported.

CAD# 2020028383  
 TIME: 2/18/2020 11:20:08PM  
 CASE# CAD Only  
 HBRG  
 CAD CALL COMPLETE

SUSPICIOUS PERSON Reported at Block of 100 N 1ST ST HBRG

Deputy contacted two males in park closed after dark.

CAD# 2020028398  
 TIME: 2/19/2020 12:13:36AM  
 CASE# 2000608  
 HBRG  
 REPORT TAKEN

Report Filed. THEFT 2 - FROM VEHICLE Reported At Block Of 800 S 8TH PL Occurred between 0012 hours on 2/19/2020 and 0013 hours on 2/19/2020 . Reported: 2/19/2020

Caller reporting two Space Gray iPhone 8's 64 gigabit, retail value of \$900 for both, were stolen from the trunk of her vehicle sometime between 2/8/20 and 2/18/20. Caller has no suspect information. Caller advised her vehicle trunk no longer opens with the car key, believing the suspect jammed something into the lock to open the vehicle trunk. This is still under

CAD# 2020028417  
 TIME: 2/19/2020 1:35:58AM  
 CASE# CAD Only  
 HBRG  
 CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 200 N 2ND ST HBRG

Deputy conducted extra patrol at a residence where a vehicle theft and burglary occurred earlier in the day.

**Incident Information:****Description**

1.

CAD# 2020028422  
TIME: 2/19/2020 2:02:43AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 100 N 1ST ST HBRG

Deputy located unoccupied vehicle parked in area that is closed sunset to sunrise.

CAD# 2020028458  
TIME: 2/19/2020 6:09:06AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 900 HEATHER TURN HBRG

Report of a possible crying in the area. The noise stopped before Deputies arrived and nobody could determine where it was coming from.

CAD# 2020028516  
TIME: 2/19/2020 9:01:37AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 100 SMITH ST HBRG

Report of a post pulled up on the edge or private property.

CAD# 2020028642  
TIME: 2/19/2020 12:01:08PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

ASSAULT Reported at Block of 800 CRIMSON PL HBRG

Harassment. Deputies investigated, the victim did not wish to pursue charges.

CAD# 2020028800  
TIME: 2/19/2020 3:13:21PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

HARASSMENT Reported at Block of 400 S 9TH ST HBRG

Caller reported there was an altercation between three juveniles at school. This is an ongoing investigation.

CAD# 2020029227  
TIME: 2/20/2020 12:20:17PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 200 MOORE ST HBRG

missing property located. non criminal.

## Incident Information:

## Description

1.

CAD# 2020029265  
TIME: 2/20/2020 1:16:32PM  
CASE# 2000628  
HBRG  
REPORT TAKEN

REPORT PENDING. Original Call Type: ASSIST OTHER AGENCY Reported At Block Of 400 N 7TH ST Occurred between 1316 hours on 2/20/2020 and 1316 hours on 2/20/2020 .

assisting eugene police on a hit and run investigation.

CAD# 2020029288  
TIME: 2/20/2020 1:57:26PM  
CASE# 2000629  
HBRG  
REPORT TAKEN

REPORT PENDING. Original Call Type: FOUND PROPERTY Reported At Block Of 300 N 3RD ST Occurred between 1357 hours on 2/20/2020 and 1357 hours on 2/20/2020 .

No Public Narrative.

*Personal ID found placed into evidence*

CAD# 2020029312  
TIME: 2/20/2020 2:27:31PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

RUNAWAY Reported at Block of 400 S 9TH ST HBRG

Runaway located.

CAD# 2020029446  
TIME: 2/20/2020 5:29:19PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 200 S 6TH ST HBRG

No Public Narrative.

CAD# 2020029476  
TIME: 2/20/2020 6:08:06PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

HARASSMENT Reported at Block of 200 S 1ST ST HBRG

Caller requested deputies respond to a harassment. The victim in this did not want to press charges.

CAD# 2020029520  
TIME: 2/20/2020 8:05:21PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 400 S 9TH ST HBRG

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## Incident Information:

## Description

1.

CAD# 2020029555  
TIME: 2/20/2020 10:32:31PM  
CASE# CAD Only  
HBRG  
CITE DWS NO ODL

TRAFFIC STOP Reported at Block of 200 TERRITORIAL ST/N 3RD ST HBRG

Cited driver for driving while suspended.

CAD# 2020029560  
TIME: 2/20/2020 10:48:02PM  
CASE# CAD Only  
HBRG

INFORMATION ONLY REPORT Reported at Block of 200 S 1ST ST HBRG

No Public Narrative.

CAD# 2020029567  
TIME: 2/20/2020 10:55:36PM  
CASE# 2000637  
HBRG  
REPORT TAKEN

Report Filed. WARRANT ARREST (LW ONLY) Reported At Block Of 300 N 6TH ST  
Occurred between 2254 hours on 2/20/2020 and 2255 hours on 2/20/2020 . Reported:

Arrested 41 year old male, Troy Bunnell, for two outstanding warrants. He was taken into custody and transported to the Linn County Jail.

CAD# 2020029795  
TIME: 2/21/2020 12:07:43PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 1100 S 6TH ST/COBURG RD HBRG

Male hitting ball for dog near address, bat slipped out of his hand and caller thought the bat was thrown at him.

CAD# 2020030011  
TIME: 2/21/2020 6:01:17PM  
CASE# 2000654  
HBRG  
REPORT TAKEN

REPORT PENDING. Original Call Type: SEX OFFENSE Reported At Block Of 800 S 6TH ST  
Occurred between 1801 hours on 2/21/2020 and 1801 hours on 2/21/2020 . Reported:

Deputy responded to report of sexual assault that occurred in Harrisburg. This is still under investigation.

CAD# 2020030044  
TIME: 2/21/2020 7:04:07PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 200 N 2ND ST HBRG

Deputy conducted follow up for stolen vehicle and burglary case. Deputy attempted suspect contact and suspect was not located at last known location.

## Incident Information:

## Description

1.

CAD# 2020030128  
TIME: 2/21/2020 9:51:05PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

TRESPASS Reported at Block of 800 DIAMOND HILL DR HBRG

Reported party was GOA

CAD# 2020030336  
TIME: 2/22/2020 10:18:32AM  
CASE# CAD Only  
HBRG

911 HANG UP CALL Reported at Block of 400 TERRITORIAL ST HBRG

No Public Narrative.

CAD# 2020030770  
TIME: 2/22/2020 10:58:33PM  
CASE# 2000662  
HBRG  
REPORT TAKEN

Report Filed. HARASSMENT PHYSICAL CONTACT/SIMPLE ASSAULT Reported At Block Of 1000 S 6TH ST Occurred between 2257 hours on 2/22/2020 and 2258 hours on

Douglas Ray Singer, 67, of Harrisburg Oregon, was arrested for Domestic Violence Physical Harassment. Douglas was transported and lodged at the Linn County Jail without incident.

CAD# 2020030854  
TIME: 2/23/2020 4:39:59AM  
CASE# CAD Only  
HBRG  
FOCUSED PATROL

SUSPICIOUS CIRCUMSTANCE Reported at Block of 800 SMITH ST HBRG

Deputy checked location marked for extra patrol in Harrisburg. Deputy observed lights on in the residence and an open side gate when nobody is supposed to be at location. Deputy searched the location and did not find any signs or forced entry or someone present.

CAD# 2020031002  
TIME: 2/23/2020 1:06:45PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

THEFT Reported at Block of 1000 S 6TH ST HBRG

Stolen \$650 scooter recovered and returned to owners, no charges were pursued.

CAD# 2020031518  
TIME: 2/24/2020 1:20:18PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 400 S 9TH ST HBRG

No Public Narrative.



## Incident Information:

## Description

1.

CAD# 2020031641  
TIME: 2/24/2020 4:54:15PM  
CASE# 2000682  
HBRG  
REPORT TAKEN

Report Filed. BURGLARY 1 - RESIDENCE Reported At Block Of 200 N 2ND ST Occurred between 1002 hours on 2/24/2020 and 1654 hours on 2/24/2020 . Reported: 2/24/2020

Caller reported their home was burglarized. Approximately \$4500 worth of items stolen from the residence. The suspect stole the truck as well. This is an ongoing investigation.

CAD# 2020031642  
TIME: 2/24/2020 4:58:41PM  
CASE# CAD Only  
HBRG  
CITE EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 400 S 3RD ST/SCHOOLING ST HBRG

citation issued to driver for failure to use safety restraint device and failure to renew registration.

CAD# 2020031654  
TIME: 2/24/2020 5:30:22PM  
CASE# 2000683  
HBRG  
REPORT TAKEN

REPORT PENDING. Original Call Type: THEFT Reported At Block Of 300 N 6TH ST Occurred between 1730 hours on 2/24/2020 and 1730 hours on 2/24/2020 . Reported:

fraud on callers checking account. about \$4500 in transactions in one day. investigation continuing.

CAD# 2020031967  
TIME: 2/25/2020 9:40:59AM  
CASE# 2000689  
HBRG  
REPORT TAKEN

REPORT PENDING. Original Call Type: CRIMINAL MISCHIEF Reported At Block Of 100 MONROE ST Occurred between 0940 hours on 2/25/2020 and 0940 hours on 2/25/2020 .

Caller reported their home was broken into and vandalized. This is an ongoing investigation.

CAD# 2020031981  
TIME: 2/25/2020 10:10:54AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

VIOLATION OF ORDER Reported at Block of 100 SMITH ST HBRG

Caller reported her son came to her work who has a restraining order against her. Caller wanted it documented that she did not attempt to violate the restraining order.

CAD# 2020032199  
TIME: 2/25/2020 3:44:14PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

JUVENILE COMPLAINT Reported at Block of 400 SMITH ST HBRG

Juvenile complaint. Deputy investigated and found no crime. Juvenile released to her mother.

## Incident Information:

## Description

1.

CAD# 2020032345  
TIME: 2/25/2020 9:46:08PM  
CASE# CAD Only  
HBRG

NEIGHBORHOOD WATCH Reported at Block of 100 SMITH ST HBRG

No Public Narrative.

CAD# 2020032370  
TIME: 2/25/2020 11:01:38PM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

SECURITY CHECK Reported at Block of 100 MONROE ST HBRG

No Public Narrative.

CAD# 2020032376  
TIME: 2/25/2020 11:12:19PM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 300 N 3RD ST HBRG

employees at dollar general after hours, working. non criminal.

CAD# 2020032381  
TIME: 2/25/2020 11:18:54PM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 400 S 9TH ST HBRG

janitor's vehicle parked at school. Non criminal.

CAD# 2020032384  
TIME: 2/25/2020 11:25:28PM  
CASE# CAD Only  
HBRG  
  
CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 400 S 9TH ST HBRG

neighborhood watch reporting something suspicious in the grandstands at the harrisburg high school track. Neighborhood watch did not get out of their vehicles and were too far away to see what it was. Deputy checked the grand stands and the area and did not locate anything suspicious.

CAD# 2020032741  
TIME: 2/26/2020 1:38:45PM  
CASE# CAD Only  
HBRG  
  
WARNING ISSUED

DOG COMPLAINT Reported at Block of 400 N 6TH ST HBRG

issued verbal warning for dogs RAL and written warning for FTL dogs

## Incident Information:

## Description

1.

CAD# 2020032781  
TIME: 2/26/2020 2:30:01PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

TRESPASS Reported at Block of 800 SOMMERVILLE LOOP HBRG

Deputy responded to residence for report of male trespassing and having warrants. Nobody came to the door but movement was heard inside of the residence. Law Enforcement remained on scene and the male chose to remain inside. Contact with male was not made at this time.

CAD# 2020032868  
TIME: 2/26/2020 4:47:30PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUSPECT FOLLOW UP Reported at Block of 800 SOMMERVILLE LOOP HBRG

Deputy conducted follow up.

CAD# 2020032883  
TIME: 2/26/2020 5:29:41PM  
CASE# 2000708  
HBRG  
REPORT TAKEN

REPORT PENDING. Original Call Type: THEFT Reported At Block Of 800 S 2ND ST Occurred between 1729 hours on 2/26/2020 and 1729 hours on 2/26/2020 . Reported:

Someone drove onto the property and attempted to steal propane from a large tank. The suspects were scared off by an employee and nothing was stolen .

CAD# 2020032937  
TIME: 2/26/2020 7:41:54PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

HARASSMENT Reported at Block of 200 N 2ND ST HBRG

Deputy provided caller with follow up information regarding multiple cases involving same suspect.

CAD# 2020032986  
TIME: 2/26/2020 9:42:06PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 200 N 2ND ST HBRG

veh door was open. made contact with ro at 175 n 2nd. may have been left open by mistake. no appears to have been taken NFA

CAD# 2020032988  
TIME: 2/26/2020 9:47:11PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 100 N 2ND ST/SMITH ST HBRG

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## Incident Information:

## Description

1.

CAD# 2020033112  
TIME: 2/27/2020 7:30:28AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 600 SMITH ST HBRG

Deputy spoke to Harrisburg Grade School regarding questions a staff member had about several social media posts.

CAD# 2020033730  
TIME: 2/28/2020 8:54:11AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

SUSPICIOUS PERSON Reported at Block of 100 SMITH ST HBRG

No Public Narrative.

CAD# 2020033750  
TIME: 2/28/2020 9:19:29AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

NARCOTICS OFFENSE Reported at Block of 400 S 9TH ST HBRG

Caller reported a juvenile complaint. It was a school matter.

CAD# 2020033908  
TIME: 2/28/2020 1:13:15PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

DOG COMPLAINT Reported at Block of 800 BURTON ST HBRG

responded to location to pick up a stray dog. Dog was reunited with its owner prior to my arrival

CAD# 2020034052  
TIME: 2/28/2020 4:43:33PM  
CASE# CAD Only  
HBRG  
CITE SPEEDING VIOLATION

TRAFFIC STOP Reported at Block of 800 DIAMOND HILL DR HBRG

Cited driver for 40MPH in a 25MPH zone.

CAD# 2020034206  
TIME: 2/28/2020 9:45:58PM  
CASE# 2000735  
HBRG  
REPORT TAKEN

REPORT PENDING. Original Call Type: BURGLARY Reported At Block Of 700 BURTON ST Occurred between 2145 hours on 2/28/2020 and 2145 hours on 2/28/2020 . Reported:

Residential burglary reported.

**Incident Information:****Description**

1.

CAD# 2020034349  
TIME: 2/29/2020 4:13:02AM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

DOMESTIC DISTURBANCE Reported at Block of 200 CLAY CT HBRG

non criminal argument between boyfriend and girlfriend.

CAD# 2020034505  
TIME: 2/29/2020 12:36:43PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 200 N 2ND ST HBRG

No Public Narrative.

CAD# 2020034612  
TIME: 2/29/2020 5:05:30PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

JUVENILE COMPLAINT Reported at Block of 100 SMITH ST HBRG

Juvenile domestic issues. No crime.

CAD# 2020034637  
TIME: 2/29/2020 6:03:28PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

PARKING COMPLAINT Reported at Block of 100 N 1ST ST HBRG

Contacted vehicle and advised they are not allowed to sleep in public roadways or parks. He was told to move along

CAD# 2020034674  
TIME: 2/29/2020 7:23:15PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 700 BURTON ST HBRG

No Public Narrative.

CAD# 2020034789  
TIME: 2/29/2020 10:46:26PM  
CASE# CAD Only  
HBRG  
CAD CALL COMPLETE

TRESPASS Reported at Block of 800 SOMMERVILLE LOOP HBRG

No one witnessed subject or theft. NFA

Incident Information:	Description
	1.



**RESOLUTION NO. 1229**  
**A RESOLUTION DECLARING A LOCAL STATE OF**  
**EMERGENCY RELATED TO THE NOVEL INFECTIOUS**  
**CORONAVIRUS (COVID-19)**

WHEREAS, COVID-19 was declared a pandemic by the World Health Organization on March 11, 2020; and,

WHEREAS, Coronavirus are a group of viruses that can cause respiratory disease, with the potential to cause serious illness or loss of life for individuals with underlying health conditions; and,

WHEREAS, COVID-19 requires a significant amount of resources at the local level to keep the public and community informed and as safe as possible; and

WHEREAS, on March 8, 2020, Governor Kate Brown declared a state of emergency due to the COVID-19 outbreak in Oregon (Executive Order No. 20-03), finding that COVID-19 has created a threat to public health and safety, and constitutes a statewide emergency under ORS 401.025(1); and,

WHEREAS, on March 16, 2020, the Linn County Board of Commissioners declared a state of emergency due to the COVID-19 outbreak; and

WHEREAS, the population of the City of Harrisburg is at imminent risk of injury and loss of life from the public health threat posed by the novel infectious coronavirus (COVID-19); and

WHEREAS, the residents and businesses within the City of Harrisburg are at imminent risk of economic injury and loss due to the short- and long-term effects of this health emergency posed by the novel infectious coronavirus (COVID-19); and

WHEREAS, the City Council finds that appropriate response to this emergency has exceeded the capability of local resources from the City of Harrisburg; and

WHEREAS, the City Council has determined that this emergency is of such unknown duration and severity that state assistance is required, and further that federal assistance may also be necessary; and

NOW, THEREFORE, based upon the above findings, the City Council orders and declares that the health, welfare and safety of the people of the City of Harrisburg require the following:

Section 1. A Local State of Emergency is declared to exist throughout the City of Harrisburg.

Section 2. All necessary City funds shall be redirected for emergency use, and standard City procurement procedures shall be suspended for any contract or purchase necessary to combat the COVID-19 Pandemic.

Section 3. All non-essential meetings of the City Council, committees, task forces and City events are cancelled until April 28, 2020. Essential meetings will be conducted in a manner to best protect the public and meet legal requirements. For the duration of this emergency, the City Council will suspend in-person comments from concerned citizens in the audience, and related portions of the City Council meeting agenda, and encourages citizens, visitors and petitioners to provide written or electronic testimony and comments to the Council.



Section 4. The City Administrator is specifically authorized to determine the necessity for employment practices and policies, limiting public access to City facilities and other necessary and reasonable operational requirements for the City of Harrisburg for the duration of this emergency. Actions taken by the City Administrator prior to this resolution and order are specifically ratified.

Section 5. The City shall comply with directives from the Oregon Health Authority and the County Health Officials.

Section 6. This Declaration of a State of Emergency is effective immediately and shall remain in effect until April 28, 2020 but may be extended as circumstances may require.

Section 7. The City of Harrisburg requests emergency operational aid as necessary and available for public health and economic needs from Linn County, the State of Oregon and the Federal government.

Adopted by the City Council of the City of Harrisburg, Oregon, March 24, 2020.

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Mayor

ATTEST:

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City Recorder

Agenda Bill  
**Harrisburg City Council**  
Harrisburg, Oregon

3.

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**THE MATTER OF REDUCING OR ELIMINATING WATER SERVICE LATE FEES AND WATER SHUTOFFS FOR THOSE WHO DO NOT PAY ON A TIMELY BASIS AND APPROVING RESOLUTION NO. 1230**

**STAFF REPORT:**

Exhibit A: Table of late paying customers and amount of late charges

Exhibit B. Resolution No. 1230

**ACTION: A MOTION TO APPROVE RESOLUTION NO 1230, “A RESOLUTION GRANTING THE CITY ADMINISTRATOR TEMPORARY AUTHORITY TO WAIVE CITY UTILITY LATE FEES AND MANDATORY WATER SHUTOFFS DUE TO NON-PAYMENT FOR SERVICES.”**

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**THIS AGENDA BILL IS DESTINED FOR:** Work Session Agenda – March 24, 2020

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
\$4,000	No	Water & Sewer Funds

**STAFF RECOMMENDATION:**

**Staff recommends approve Resolution No. 1230, with exceptions for those accounts who might take advantage of the current emergency**

**BACKGROUND INFORMATION:**

The current federal and state emergency declarations, and the limitations imposed, will significantly impact many business revenues as well as cause numerous layoffs. The waiving of late fees is being adopted by a least one or two of the large utilities, as well as numerous cities. It is hard to estimate the financial impact of adopting this policy. Exhibit A shows that, for March, 36 customers were charged with a \$20 late fee and another three would have had their water shutoff, engendering another \$50 late charge each. If we see a similar trend in future months, and include waiver of the initial \$20 late fee, (which we did not do for March), then by the end of the fiscal year we would have foregone approx.. \$3500 - \$5000 in anticipated revenue, possibly more.

While staff will do its best to identify those who might view this as an opportunity for “free water”, there will undoubtedly be those who simply won’t pay since we are not shutting off water service or imposing late fees.

3.

John Hitt  
City Administrator

Date

## Report Criteria:

Types selected: Billings  
Print Accounts with Values  
Selected Services  
Customer Cycle = 1

Customer Number	Previous Balance	TRNON	Door	OFFTA	Account Balance
5507.08	20.00-	-	20.00	-	-
1093.02	61.42	-	20.00	-	81.42
11782.04	20.00-	-	20.00	-	-
11571.01	20.00-	-	20.00	-	-
910.17	60.78	-	20.00	-	80.78
11625.14	108.46	-	20.00	-	128.46
11702.02	-	-	20.00	-	20.00
216.02	39.64	-	20.00	-	59.64
911.16	81.42	-	20.00	-	101.42
11679.07	4.58	-	20.00	-	24.58
5503.11	20.00-	-	20.00	-	-
64.10	20.00-	-	20.00	-	-
11801.02	-	-	20.00	-	20.00
11733.07	118.50	-	20.00	-	138.50
610.02	70.84	-	20.00	-	90.84
365.01	20.00-	-	20.00	-	-
143.09	211.10	-	20.00	-	231.10
640.03	28.28-	-	20.00	-	8.28-
735.03	2.82-	-	20.00	-	17.18
747.12	305.92	-	20.00	-	325.92
563.03	20.00-	-	20.00	-	-
614.03	40.74	-	20.00	-	60.74
5500.09	144.00	-	20.00	-	164.00
11746.04	90.84	-	20.00	-	110.84
356.04	69.00	-	20.00	-	89.00
914.20	20.00-	-	20.00	-	-
5511.11	81.68	-	20.00	-	101.68
11621.03	90.84	-	20.00	-	110.84
264.09	20.00-	-	20.00	-	-
11794.02	38.58	-	20.00	-	58.58
46.07	102.72	-	20.00	-	122.72
240.06	94.22	-	20.00	-	114.22
11655.05	61.68	-	20.00	-	81.68
492.01	50.12	-	20.00	-	70.12
77.01	20.00-	-	20.00	-	-
72.05	-	-	20.00	-	20.00

## Grand Totals:

1,695.98	-	720.00	-	2,415.98
	36	36	36	
	0	36	0	

Highlighted residents were due for shut off and lock. A total of three. This would have included an additional \$50.00 in fees. (\$20.00 turn off tag fee and a \$30.00 turn on fee.)

There was a total of \$720.00 in door hanger tag fees for the month of March 2020.

## RESOLUTION NO. 1230

### A RESOLUTION GRANTING THE CITY ADMINISTRATOR TEMPORARY AUTHORITY TO WAIVE CITY UTILITY LATE FEES AND MANDATORY WATER SHUTOFFS DUE TO NON-PAYMENT FOR SERVICES

WHEREAS, The President of the United States has declared an emergency in response to the threat posed by the Coronavirus; and,

WHEREAS, the Governor of the State of Oregon has declared a statewide health emergency due to the Coronavirus threat and has issued executive orders severely restricting public and private gatherings and closing many businesses; and,

WHEREAS, the Linn County Health Department has declared a countywide health emergency due to the Coronavirus; and,

WHEREAS, the Harrisburg City Council has declared a City emergency in consideration of the health threat of the Coronavirus, the many restrictions imposed by the Governor and the likely very negative economic impact these orders and declarations will have on the businesses and citizens of Harrisburg.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Harrisburg does grant to the Harrisburg City Administrator the temporary authority to waive late charges and mandatory water shutoffs for non-payment of service charges, and other actions deemed necessary to help maintain essential services for City of Harrisburg businesses and residents.

DATED this 24<sup>th</sup> day of March 2020

\_\_\_\_\_  
Mayor, City of Harrisburg

ATTEST:

\_\_\_\_\_  
City Recorder

## STAFF REPORT:

**ACTION: MOTION TO APPROVE RESOLUTION NO. 1231, “A RESOLUTION ADOPTING THE CITY’S 2020-2025 STRATEGIC PLAN AND REPEALING RESOLUTION NO. 1209”**

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
n/a	n/a	n/a

The City Council reviewed the Strategic Plan informally at the December City Council Meeting, and then at the work sessions in January and February 2020. This final Strategic Plan Draft is the result of the final review at the February 25 City Council Work Session.

REVIEW AND APPROVAL:

70

**RESOLUTION 1231****A RESOLUTION ADOPTING THE CITY'S 2020-2025 STRATEGIC PLAN AND REPEALING  
RESOLUTION NO. 1209**

WHEREAS, the City Council requests the City Administrator provide annually a strategic plan for their consideration; and,

WHEREAS, the City's 2020-2025 Strategic Plan was reviewed and considered at the January 23, and February 25, 2020 City Council meetings, and the public was given an opportunity to be heard.

NOW, THEREFORE, BE IT RESOLVED the City of Harrisburg 2020-2025 Strategic Plan is adopted as shown in **Exhibit A**, and Resolution No. 1209 is hereby repealed.

Adopted by the City Council of the City of Harrisburg, Oregon, and made effective the 24<sup>th</sup> day of March 2020.

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Mayor Robert C. Duncan

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City Recorder

# Harrisburg Strategic Plan

FY2020 – FY2025



**Prepared by City Staff  
February 2020**



## City Administrator Message

Mayor and City Council,

I am pleased to present the City of Harrisburg's FY2020 - 2025 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, 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 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. 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.

John Hitt  
City Administrator



City Administrator John Hitt



## **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 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 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 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, 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, 2017 – 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	Achieve and maintain total City park land inventory at a minimum of 7 acres per 1,000 residents.
#5	Obtain TGM Grant and update Transportation System Plan (TSP) and Transportation SDC's
#6	Provide safe and accessible streets and sidewalks for the entire community, by seeking temporary and permanent funding opportunities.
#7	Make regular and substantive improvements to City streets.
#9	Bring community awareness to crime issues in our City and work to create solutions to reduce and prevent crime.
#11	Provide second sanitary sewer crossing beneath the railroad tracks.
#13	Provide a Capital Improvement Plan and System Development Charges (SDC) program that encourages development.

# I. Great Neighborhoods

## Goals:

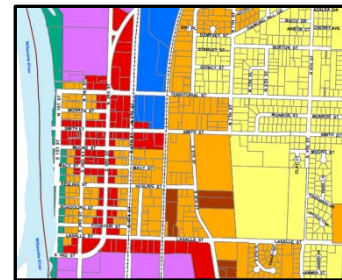
- **Goal 1:** Develop and maintain diverse neighborhoods where citizens will take pride in where they live.
- **Goal 2:** Provide diverse recreational, cultural, and educational opportunities for our citizens and visitors.
- **Goal 3:** Provide a functional transportation system that supports all modes 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, 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 June 30, 2021. Thereafter, review and update the ordinance biennially.*



Zoning Map

**Objective 2:** Initiate water conservation measures and best-practices community education programs. [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.*

## Measures

Objective	Measure	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
1.a	Major Zoning/Subdivision Ordinance Revision		X				
1.b	Biennial Review of Zoning/Subdivision Ordinances				X		X
2	Initiate water conservation practices and public education	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing



# I. Great Neighborhoods

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



Harrisburg Library

**Objective 3:** Promote and encourage more patron use of the Library. [Library]

*Actions: Collaborate with the school district and other community organizations to determine ways to increase patron visits to the library; and, develop and implement new library programs.*

**Objective 4:** Achieve and maintain total City park land inventory at a minimum of 7 acres per 1,000 residents. [City Administrator]

*Actions: Finalize purchase of 100-acre parcel from Knife River. Develop existing and future parklands.*

Objective	Measure	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
3	New Library Programs	2	1	1	1	1	1
4.a	Make final payment to Knife River by 2019 or earlier as specified in the 5-year extension agreement.	X	n/a	n/a	n/a	n/a	n/a
4.b	Apply for and acquire grants to develop existing and future parklands.	1 OPRD		X			
4.c	Update Parks Master Plan by obtaining a RARE Intern, funded by the OPRD grant.		50%	50%	X		
4.d	Obtain development and facilities plan for 100 acres park	OPRD	50%	50%	X		

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

**Objective 5:** Review and update the Transportation System Plan (TSP), and Transportation SDC's. [Public Works, City Administrator]

*Actions: Apply for a grant through the Oregon Department of Transportation (ODOT) Transportation and Growth Management (TGM) program to update the City's TSP, using a RARE Intern. The plan update needs to address the UGB expansion and other changing conditions.*



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]

# I. Great Neighborhoods

*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.

*Actions: Design and construct a long-term rail/roadway solution with the railroad. Determine how to fund this project.*

Objective	Measure	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
5	Obtain TGM grant and complete TSP update	Apply	Ongoing	X	n/a	n/a	n/a
6	Explore options and implement an increase in revenue to the street maintenance fund. Target is \$250,000/ year.	\$175,000	\$200,000	\$250,000	\$250,000	\$250,000	\$250,000
7	Repair/Upgrade City Streets to at least a 'C' standard; IAW Cities "Street Assessment Report 2016".	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing
8	Review and Update Franchise Agreement with BNRR prior to expiration in 2022		50%	X			



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

*Actions: Consider making application to participate in the CRS.*

**Objective 10:** Bring community awareness to crime issues in our City and work to create solutions to reduce and prevent crime. [City Administrator]

*Actions: Hold quarterly community crime prevention forums; Establish and strengthen neighborhood watch groups and neighborhood watch patrol. Work with LCSO to establish a statistical crime reporting baseline and regularly update public and City Council on progress in reducing crime.*

Objective	Measure	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
9	Consider Applying to the CRS rating program with FEMA		Make decision	X	n/a	n/a	n/a
10.a	Quarterly Community Crime Prevention Forums	1	4	4	4	4	4
10.b	Establish Neighborhood Watch groups & Work with LCSO to establish a statistical crime baseline and regular updates	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing

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

**Objective 11:** Design, build, and operate a conventional Water Treatment Plant. [Finance, Public Works]

*Actions: Complete design, and construction of the \$7.5 million water system improvement project approved by the Harrisburg voters.*

**Objective 12:** Provide second sanitary sewer crossing beneath the railroad tracks. [Public Works]



## II. PUBLIC SAFETY

*Actions: Design and construct LaSalle Street pump station or alternate; and piping beneath the BNR railroad crossing near LaSalle Street.* **City crews repairing sanitary sewer system**

**Objective 13:** Address the 5<sup>th</sup> Street storm drainage issues

*Actions: Design and construct storm drainage solutions to effectively remove storm water from 5<sup>th</sup> Street as part of 5<sup>th</sup> Street repair/improvement project*

Objective	Measure	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
11	Construct and Operate Water Treatment Facility	10%	10%	15%	25%	40%	Complete
12	Design and construct LaSalle Street sewer crossing, pump station/alternate and piping.	0%	25%	75%	n/a	n/a	n/a
13	Design and construct storm drainage infrastructure for 5 <sup>th</sup> Street	0%	X	N/A	N/A	N/A	N/A

## 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 and consider possible expansion of the Harrisburg Redevelopment Agency in order to continue downtown improvements and facilitate other development opportunities.

**Goal 3:** Position Harrisburg as a community prepared for and welcoming to new development.

### 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 14:** Provide a Capital Improvement Plan and System Development Charges (SDC) program that encourages development. [City Administrator, City Recorder/ACA, Finance, Public Works]

*Actions: Revise and update the City's Capital Improvement Plan. Update the City's SDC program and consider SDC incentives to encourage development.*

**Objective 15:** Enhance Economic Development Outreach.

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

**Objective 16:** 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, City Recorder/ACA, Finance Officer]

*Actions: Continue to promote the HRA Loan and Grant programs for redevelopment of downtown buildings.*

HRA Boundary



Objective	Measure	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
14.a	Revise and Update City's Capital Improvement Plan		X	n/a	n/a	n/a	n/a
14.b	Revise SDC program			X	n/a	n/a	
15.a	Coordinate closely with Biz Oregon, OCWCOG, OEDA and others to reduce development impediments and attract new, desired development	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing
15.b	Develop economic development marketing plan and review/update as needed.		X				X
16	Total Value of private investment	\$75K	\$75K	\$100K	\$100K	\$100K	\$150K
16.a	Analyze opportunity for URD expansion/new URD		X				

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

*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.*



Harrisburg City Hall

**Objective 18:** Investigate and implement new technologies and workplace practices that save time and resources. [All Departments]

*Actions: Implement technology and workplace practices that reduce costs by \$75,000.*

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

**Objective 19:** 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 20:** 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	Measure	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
17	Reportable audit findings of noncompliance	None	None	None	None	None	None
18	Reduce service delivery costs by \$75,000	\$75,000	Maintain	Maintain	Maintain	Maintain	Maintain
19	100% evaluations completed on-time	100%	100%	100%	100%	100%	100%
20	Maintain certifications for employees	17	17	18	19	20	20

Agenda Bill  
**Harrisburg City Council**  
Harrisburg, Oregon

5.

**THE MATTER OF A DISCUSSION CONCERNING ASSISTANCE/SUPPORT CITY MIGHT PROVIDE TO CORONAVIRUS IMPACTED BUSINESSES AND/OR CITIZENS**

**STAFF REPORT:**

**EXHIBIT A-BEAVERTON PROGRAM**

**ACTION: NO ACTION. DISCUSSION ONLY OTHER THAN A POSSIBLE MOTION TO DIRECT STAFF ACTION. (SEE POSSIBLE ACTION AT THE BOTTOM OF THE STAFF REPORT.)**

**THIS AGENDA BILL IS DESTINED FOR:** Regular Work Session Agenda – March 24, 2020

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

**STAFF RECOMMENDATION:**

**Staff recommends City Council discussion/deliberation (brainstorming if you will) on what options may be available to the City in the form of exceptional or ‘out of the norm’ ways we can assist our business community or citizens during this emergency. We could be facing the possibility of even more restrictions on businesses and the public in the near future. Some experts have indicated the current emergency situation could possibly last a year or more.**

**BACKGROUND INFORMATION:**

With the exception of our larger industrial businesses, such as Knife River, the great majority of the Harrisburg business community consists of small, local entrepreneurs. It is, of course, vital to the long-term viability of the City of Harrisburg to have as few of these businesses ‘sink’ as possible. Some of the possibilities that have been discussed include the following:

1. Giving all water/sewer customers a \$100 or greater credit on their bills.
2. Waiving business licensing fees.
3. Waiving or reducing land use application fees.
4. Reduction in the city portion of property taxes.
5. Establish a special fund to assist those with individual or business hardships. Upon approval by the city, they could then obtain a grant or loan to assist them through the emergency.

6. Either provide directly, or at least coordinate, or serve as a clearing house, for those citizens who are shut-in (on quarantine) or otherwise need groceries, medicine, etc.

7. And most importantly, ideas or thoughts from the City Council are.....

POSSIBLE MOTION: I MOVE TO DIRECT STAFF TO STUDY CERTAIN OPTIONS (DESCRIBE) FOR ASSISTING OUR BUSINESSES OR CITIZENS DURING THE CURRENT EMERGENCY AND BRING BACK TO A CITY COUNCIL MEETING IN APRIL.

REVIEW AND APPROVAL:

_____	_____
John Hitt	Date
City Administrator	



# EMERGENCY BUSINESS ASSISTANCE PROGRAM

The City of Beaverton is committed to helping Beaverton small businesses thrive. The city understands that the COVID-19 pandemic and the corresponding mandatory closure or change in service could jeopardize many of our small businesses.

In an effort to ensure doors are able to re-open, the City of Beaverton has created an emergency grant program, offering grants to help cover the cost of rent and/or mortgage for Beaverton's small businesses.



 **Need Assistance?**  
 503-526-2497 • Use 7-1-1 for relay  
 [www.BeavertonOregon.gov/ADA](http://www.BeavertonOregon.gov/ADA)



**Applications now available.**

[www.BeavertonOregon.gov/EmergencyBizAssistance](http://www.BeavertonOregon.gov/EmergencyBizAssistance)

## GRANTS DETAILS

Eligible businesses can receive:

- City will fund up to 100% of eligible rent or mortgage expenses that occur after March 16, 2020
- Maximum grant = \$2,500
- Grant will be distributed on a reimbursement basis.

## PROGRAM CRITERIA

Businesses that meet the following criteria are eligible to apply:

- Business operates out of a commercial storefront within the Beaverton City Limits
  - To confirm, visit: <https://gis.beavertonoregon.gov/jurisdiction/>
- Business is directly affected by a government-ordered mandatory change in service. *(As of 3/18/2020, this applies to restaurants and bars affected by the Governor's Executive Order on 3/16/2020.)*
- Business has 50 or less FTE (full time equivalent employees) in Beaverton
- Business has a rental or mortgage payment on their primary commercial establishment in Beaverton
- Business has a Beaverton business license.
- Exclusions: national chains. *(See application for definition.)*

## CONTACT INFORMATION

**Rachel Thieme and Megan Braunsten, Grant Managers**  
 503-629-6437 | [economicdev@BeavertonOregon.gov](mailto:economicdev@BeavertonOregon.gov)

Agenda Bill  
**Harrisburg City Council**  
Harrisburg, Oregon

6.

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**THE MATTER OF DISCUSSING EMPLOYEE BENEFITS IN RELATION TO  
CORONAVIRUS (COVID-19)**

**STAFF REPORT:**

Exhibit A: City Sick Leave policy

Exhibit B: State of Oregon Employment Department handout

Exhibit C: COVID Leave Laws Worksheet

Exhibit D: OFLA Standards

**ACTION:** TBD (See possible action at the bottom of the staff report.)

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**THIS AGENDA BILL IS DESTINED FOR:** Work Session Agenda – March 24, 2020

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
n/a	n/a	n/a

**STAFF RECOMMENDATION:**

**Staff recommend City Council discuss and recommend strategy for City Staff to follow in order to help maintain operations during this emergency.**

**BACKGROUND INFORMATION:**

The Coronavirus Pandemic is a growing concern for all employers in Oregon. The City currently has 18 employees, with 11 of them being full-time benefitted employees. Full-time benefitted employees have access to sick leave, vacation, and for exempt employees, administrative leave. In addition to medical benefits, they also have access to an EAP program, as well as an employee paid option for Short Term Disability (STD). There are several tiers of STD, with the max payout being \$500 a week, and the lowest being \$300 a week. Only five employees have opted to pay for STD insurance. LTD or Long-Term Disability, doesn't kick in until an employee has been out of work for 90 days. That could potentially cover someone who contracts the virus, and recovers, but has other health issues that are worsened by the virus. In addition, there is some question by the insurance carrier as to whether STD coverage will cover any payouts for coronavirus cases.

Full time employees accrue varying levels of paid sick leave, according to how many years they've worked for the city, while non-benefitted employees earn what is allowed by State law, typically 1 hour for every 30 hours worked. Full-time employees have



accumulated a total of 2152.90 hours in their sick leave banks, while a total of 71.71 hours reside in the banks of all of our part-time and on-call employees. The City Administrator has PTO hours earned, which can be utilized for sick pay. The City is not large enough to qualify for mandatory OFLA/FMLA benefits. We should note, however, that there has been discussion at both state and federal levels about sick leave coverage.

A person who contracts the COVID-19 virus is typically quarantined for a total of 14 days from the onset of symptoms. Unfortunately, people can be contagious while showing mild or no symptoms. It's concerning to Staff that there are four full-time benefited employees who don't have enough sick pay in their leave banks that can pay for a full 80 hours of time away from work. In addition, employees who have families, could also need additional time away from work to take care of their family members. Sick leave, if available, can also be used to cover care for immediate family members, which can include parents, as well as children, even if they don't live in the same household.

The City's sick leave policy allows employees to transfer and donate part of their accumulative sick leave to another employee, under certain conditions. The Sick Leave Policy is shown in **Exhibit A**. However, there are only 5 employees with leave banks over the minimum levels, and two of those employees have only 50 and 64 hours respectively to spare. (Full-time employees are allowed to donate sick leave to part-time employees).

The City's policy also allows vacation and administrative time to be applied to cover sick time off. Once a sick leave bank is exhausted, the employee can access their vacation pay, and other leave as well. Unfortunately, the 4 employees who have insufficient levels of sick pay to cover two weeks of absence from the City, also have under 40 hours of vacation, with two of them at or under ten hours of vacation. That also raises the issue that only a handful of employees will be able to donate sick time to other staff members.... provided that those individuals are willing to donate.

The City also has an obligation to provide a safe environment for our employees to work in. That means that any employee showing acute respiratory illness, with or without a fever, will generally be asked to go home. Employees who have low grade fever, are also asked to remain at home so as to protect the employees who are still at work. An employee could take time off for a common cold or the flu, or for taking care of a family member, and then contract the virus, draining even more sick time than they may have available.

If the Governor of Oregon were to follow the lead of the California Governor, and order all those people whose jobs are not absolutely required by law, or by regulations to stay quarantined at home, then the city has several options available to it. The State of Oregon Employment Department has a useful handout available providing scenarios and benefits that are available, as of March 19<sup>th</sup>. (**Exhibit B**) This includes

unemployment insurance, which is available for employers who are shut down due to quarantine.

6.

The City has already been practicing disinfection protocols for city hall, and other city facilities for since the beginning of March, and are prepared to increase those measures if circumstances warrant it, as well as allowing flex time, and alternating days of work. Exempt Employees are already prepared for working from home and are prepared to continue to do so if a quarantine is announced. It's also important to remember, that a portion of our PW crew must be working, in order to maintain the health of the water system, as well as to meet our regulatory testing requirements. Management staff can alternate who is available at city hall to answer the main phone system, while our office phones have the capability to be forwarded to our home phones. All Management staff also have laptops that can be taken home to work on a remote basis from home, while having full access to all of our software, email and operations systems.

Some of the things the City Council can do to alleviate concerns as addressed above:

1. The City Administrator is already able to change employment policies as needed during this emergency, through the resolution that Council passed earlier tonight.
2. Employees who test positive for COVID-19 are required to notify their supervisors within 24 hours.
3. The City Council could set aside funds that can be utilized for emergency sick leave coverage for any employee who is diagnosed with the COVID-19 virus, or for use if an immediate family member is diagnosed with COVID-19. This will preserve an employee's sick leave for use for when this crisis subsides. (Or)
4. The City could waive the requirement to use sick leave (whether available or not) for employees who test positive for the COVID-19 virus, and simply pay the employee for their normal hours worked in a week's time.
5. An employee with an acute respiratory illness, or who have been diagnosed with COVID-19 and were directed to care for themselves at home may discontinue home isolation under the following conditions:
  - a. At least three days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and
  - b. At least seven (7) days have passed since symptoms first appeared.
  - c. A doctor's note will not be needed to validate their ability to return to work because it might be difficult to obtain COVID-19 testing; but only under the above circumstances.
6. Employees who have fever without respiratory illness are asked to stay at home for a minimum of 24 hours after being symptom free.
7. The cap of 80 hours of total sick time that applies to part-time and on-call employees could be relaxed during this time of this crisis.
8. CIS and the Oregon City Attorney's Association just released this memo (**Exhibit C**) which was provided by Jim Brewer as of 2:20 on the afternoon of Friday, March 20<sup>th</sup>, in the middle of completing the Council Agenda. City Staff have not

had time to thoroughly review the worksheet and Decision Tree, but appreciate the timing on the Federal Emergency Paid Sick Leave Act (EPSLA), the Federal Emergency Family and Medical Leave Expansion Act (EFMLEA), and a new regulation relating to the Oregon Family Leave Act.

9. OFLA standards could be applied to City employees now. (**Exhibit D**) This would protect employees who take longer leaves of absence due to illness in their families, or their own long-term serious illness following a recovery from the virus.
10. City Council may have other ideas on ways we can alleviate any concerns in relation to the virus.

POSSIBLE MOTION: I MOVE TO DIRECT STAFF TO STUDY CERTAIN OPTIONS (DESCRIBE) FOR ASSISTING OUR EMPLOYEES AND MAINTAINING OPERATIONS OF THE CITY DURING THIS CRISIS, AND SUSTAINING FUTURE EFFORTS.

REVIEW AND APPROVAL:

\_\_\_\_\_  
Michele Eldridge                      Date  
City Recorder/Asst. City Administrator

## **HARRISBURG'S CURRENT SICK LEAVE POLICY – EXCERPT FROM POLICY NO. 114 – EMPLOYEE BENEFITS**

### **SICK LEAVE**

#### Eligibility

Employees covered by sick leave include regular full-time benefits-eligible employees, as well as part-time, seasonal, temporary and on-call employees.

Sick leave with pay will be accrued and available from the start of employment for regular full-time benefits-eligible employees. Sick leave with pay will be accrued and available for part-time, temporary, seasonal and on-call employees, after the first 30 hours worked.

#### Accrual Schedule:

Classification	Accrual Method
Regular Full-Time Employee	4 hours per pay period*(Employees working 32.5 to <40 hours will be pro-rated by actual hours worked.
Part-Time, Temporary, On-call, and Seasonal Employees	1 hour for every 30 hours worked***.

**\*\*\*Classification change applying to part-time, temporary, on-call and seasonal employees is not effective until January 1, 2016.**

1. During the first year of crediting sick leave for regular full-time benefits eligible employees, the City Administrator is authorized to allow up to 24 hours of sick leave prior to it being earned, so long as the total amount of sick leave for the year does not exceed 96 hours. If an employee has been credited with unearned sick leave and thereafter leaves the City's employment with a negative sick leave account, then the employee shall be responsible for reimbursing the value of the unearned sick leave to the City. Sick leave shall not accrue during any period of leave of absence without pay. Unlimited sick leave accumulation is allowed with regard to the Public Employees Retirement System (PERS).
2. One employee may transfer and donate part of their accumulated sick leave to another employee under the following conditions:
  - a. The employee donating the sick leave shall sign a statement that the donation is voluntary, that the employee understands that the donation will decrease the amount of sick leave they are entitled to, and the donation may affect their retirement pay.
  - b. A donated employee's sick leave bank must not fall below 160 hours due to the donation.
  - c. The employee receiving the donated sick leave has used all of her/his accumulated leave banks, including comp and administrative time. The donation of sick leave shall be approved by the City Administrator.
3. Part-Time, On-Call, Temporary and Seasonal Employees are limited to the following:
  - a. Using no more than 40 hours of sick time per fiscal year
  - b. A cap of 80 hours of total sick time

#### Policy

Sick leave with pay is intended to be utilized when an employee is unable to perform their duties by reason of illness or injury, and for appointments related to medical, dental and vision care.

Although the City of Harrisburg realizes that an employee with temporary illnesses such as influenza, colds and other viruses often need to continue with normal life activities, including working, your supervisor may require you to go home from work if you appear to be too ill to be at work, or if you are unable to perform normal job duties and meet regular performance standards. If in the judgment of the supervisor, your continued presence poses no risk to the health of you, other employees, or customers, you may be allowed to work. However, if this is not the case, and your supervisor requires you to go home, then you are expected to do so. If you dispute your supervisor's decision to send you home, then you must submit a statement from your attending health care provider that your continued presence in the workplace poses no significant risk to you, other employees, or customers.

Time for routine doctor or dentist appointments should be charged to sick time unless other arrangements have been made with your supervisor. You are encouraged to schedule such appointments to occur outside of work hours.

Employees must be allowed to use any existing accrued paid leave, including sick leave, vacation leave, or any paid leave provided in lieu of sick leave. Extended illnesses will be handled on a case-by-case basis. Employees using sick leave for five or more consecutive workdays must provide a letter of medical certification.

An employee shall be entitled to use sick leave to attend to a family member as defined in OAR 839-007-0000 and who requires assistance due to an illness or injury.

You are expected to notify your supervisor of absence due to illness or injury at the beginning of each workday during your absence. Exceptions to this include a serious accidental injury, hospitalization, or when it is known in advance that you will be absent for an extended period of time.

No employee will be permitted to utilize sick leave that has not been earned, except as noted above

No employee shall receive City compensation for accrued sick leave at employment termination.

# COVID-19 Scenarios & Benefits Available

COVID-19 SCENARIOS	Employer Paid Sick Leave (check with your employer) <a href="http://www.oregon.gov/BOLI">www.oregon.gov/BOLI</a>	Unemployment Insurance	Paid Family and Medical Leave
Worker is mildly ill with COVID-19	✓	✓	<p>The paid family and medical leave insurance program is still being developed. Benefits are expected to be available in January 2023.</p>
Worker is severely ill with COVID-19	✓	?	
Worker was exposed and quarantined, Business remains open	✓	✓	
Worker is caring for sick family member	✓	✓	
Schools are closed because of COVID-19 and worker has no childcare	✓	✓	
Worker is immune-compromised and advised to self-quarantine	?	✓	
Worker is afraid of gathering in a group and does not to go to work (self-distancing)	✗	✓	
Employer must shut down due to quarantine	✓	✓	
Employer shuts down due to a business slowdown or lack of demand	?	✓	
Employer reduces available hours due to business slowdown or lack of demand	✗	✓	
Employer stays open when urged to close for public health	✓	?	
First responder is under quarantine	✓	✓	

For more information, go to: [www.oregon.gov/employ/Pages/COVID-19.aspx](http://www.oregon.gov/employ/Pages/COVID-19.aspx)



The Oregon Employment Department is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Language assistance is available to persons with limited English proficiency at no cost.

El Departamento de Empleo de Oregon es un programa que respeta la igualdad de oportunidades. Disponemos de servicios o ayudas auxiliares, formatos alternos y asistencia de idiomas para personas con discapacidades o conocimiento limitado del inglés, a pedido y sin costo.

✓ Yes

✗ No

? Maybe



citycounty insurance services  
cisoregon.org

### **COVID-19 LEAVE WORKSHEET**

This worksheet is intended to help make sense of the Federal Emergency Paid Sick Leave Act (EPSLA), the Federal Emergency Family and Medical Leave Expansion Act (EFMLEA), and a new regulation relating to the Oregon Family Leave Act. Please also see the “COVID-19 Policy” available in the COVID section of the H2R Toolbox.

#### Quick facts and notes:

- EPSLA and EFMLEA become effective on April 2, 2020, and sunset on December 31, 2020.
- BOLI amended its OFLA regulations and, as of March 18, 2020, an eligible employee may take OFLA to care for a child whose school or place of care has been closed in conjunction with a statewide public health emergency declared by a public health official. This regulation is set to expire on September 13, 2020.
- Employers can choose to be more generous than these laws, but they must at least meet these requirements.
- If you have a question about how these laws interact with your collective bargaining agreements, speak to your labor counsel.

## COVID Leave Request Decision Tree:

If an employee requests leave for a COVID-related reason, ask yourself the following questions:

- Can the employee work from home? If so, work out a telecommuting agreement with the employee. See sample telecommuting agreement in the COVID section of the H2R Toolbox.
- If the employee cannot work remotely, either due to the reason for leave (e.g., ill, taking care of someone ill, or school closure) or the nature of their job, what is the employee's stated reason for needing leave? Consult Chart A to determine which laws, if any, apply.
- Make a list of the laws that apply.
- For each law, consult Chart B to determine if the employee requesting leave is eligible.
  - Exemptions: Under the EPSLA, an employer may elect to exclude health care providers and emergency responders from eligibility. There may end up being similar exemptions under the EFMLEA. There are no health care provider or emergency responder exemptions under Oregon Sick Time, OFLA, or pre-existing FMLA. Call CIS if you have a question about this.
  - It is important to note that an employee diagnosed with a confirmed case of COVID-19 may still qualify under standard FMLA and/or OFLA as a serious health condition for themselves or their family member. For instance, an employee might qualify for EPSLA for paid leave and then FMLA for a serious health condition. If so, employers should follow the normal family medical leave process.
- For EFMLEA and OFLA, consider amount of leave available. Except in limited circumstances, employees are only entitled to 12 weeks of FMLA or OFLA leave during a leave year. Does the employee have OFLA and/or FMLA leave still available? If yes, determine how much.
- Once you've determined that the employee is eligible, determine how he or she will be paid. Consult Chart C.



**Chart A: Which Leave Law(s) Applies?**

<b>Need for Leave</b>	<b>FMLA</b>	<b>EFMLEA</b>	<b>OFLA</b>	<b>OR Sick Time</b>	<b>EPSLA</b>
1. Subject to a local, federal, or quarantine or isolation order	No	No	No	Depends. See OAR 839-007-0020(6)	Yes
2. Has been advised by a medical provider to self-quarantine due to COVID-19 concerns	No	No	No	Yes. OAR 839-007-0020(6)(b)	Yes
3. Is experiencing symptoms of and is seeking medical care for symptoms of COVID-19	Yes, if meets definition of "serious health condition"	No	Yes, if meets definition of "serious health condition"	Yes	Yes
4. Is caring for an individual for any of the foregoing reasons	Yes, if individual fits definition of family member	No	Yes, if individual fits definition of family member	Yes, if individual fits definition of family member	Yes
5. Is caring for a child whose school has been closed, or whose childcare provider is unavailable, due to a public health emergency related to COVID-19	No	Yes For son or daughter as defined in FMLA; under 18; "school" means elementary and secondary schools	Yes For child as defined in OFLA; "school" is not defined	Yes	Yes
5. Are experiencing any other "substantially similar condition"*	Yes	No	Yes	Yes	Yes

\*Definition to come.

### Chart B: Which employees are eligible?

<b>FMLA</b>	Employees who work at a site with 50 or more employees and who have worked 1250 hours for the employer within the last 12 months
<b>EFMLEA</b>	Employees who have worked for the employer at least 30 days immediately prior to need leave. Exception for "health care providers" and "emergency responders."*
<b>OFLA</b>	Employees whose employer has 25 or more employees and who have been employed for at least 180 days for an average of 25 hours per week
<b>OR Sick Time</b>	Everybody! Paid leave is required for employers who have 10 or more employees; unpaid leave is required for employers with fewer than 10 employees. 90-day waiting period for new employees.
<b>EPSLA</b>	All employees immediately. Potential exception for "health care providers" and "emergency responders."*

\* These terms were not defined by the law. We will update this chart once we have more information.

### Chart C: To what pay is the employee entitled?

<b>EFMLEA</b>	First 10 workdays unpaid (but employee can choose to use accruals); after that at least 2/3 of employee's regular pay during the leave, up to a maximum of \$200/day and \$10,000 total.
<b>OR Sick Time</b>	Up to 40 hours; prorated for part-time. Pay regular rate unless employer has fewer than 10 employees (then, just unpaid).
<b>EPSLA</b>	Up to 80 hours; prorated for part-time. Pay regular rate, up to a maximum of \$511 per day and \$5,100 total for three reasons identified in law (see sample COVID-19 Policy). Employees must be paid 2/3 of their regular rate, up to a maximum of \$200 per day and \$2,000 total for three different reasons identified in the law (see sample COVID-19 Policy).
<b>Accrued Leave</b>	Follow employer policy to cover absences that are not covered by other leave laws.

Once an employee becomes eligible for pay under either of the new federal laws, the employer cannot require the employee to use accrued leave (i.e. standard sick and vacation time) before using the paid sick time provided under new federal laws. An employee can, however, use accruals to cover the first 10 unpaid days of Emergency FMLA leave.

## From BOLI Technical Assistance from Employers

### FAMILY LEAVE

**Editor’s note:** *The state and federal family leave laws are intricate and complex. These pages are designed to acquaint the reader with selected general topics and concepts only. Space limitations prohibit detailed treatment and nuance. For those who need a more detailed analysis of the law, we urge you to consider attending our one-day or two-day leave laws seminars coming soon to a city near you [[Seminars](#)].*

#### [Family Leave Tracking Form](#)

#### **Q. What laws require employers to give family leave?**

A. Both state and federal law require certain employers to provide family leave to their employees: the Oregon Family Leave Act (OFLA) and the Oregon Military Family Leave Act (OMFLA) and the federal Family and Medical Leave Act of 1993 (FMLA).

#### **Q. When can an employee take family leave?**

A. Although there are a few exceptions, OFLA and FMLA generally provide 12 weeks of unpaid leave per year and OMFLA provides for 14 days of unpaid leave per deployment for the following purposes:

- For the birth, adoption or foster care placement of a child (parental leave).
- To care for a family member with a serious health condition or the employee’s own serious health condition (serious health condition leave).
- For pregnancy disability or prenatal care (pregnancy disability leave).
- To care for a sick child who does not have a serious health condition, but requires home care, known as sick child leave (OFLA only).
- To care for a seriously ill or injured service member or veteran (26 weeks) (FMLA only).
- Because of a “qualifying exigency” arising out of a family member being on or called to active military duty (FMLA only).
- Because of a spouse or same-gender domestic partner being called to or on leave from active military duty (OMFLA only).

#### **Q. Who is eligible to take family leave?**

A. To be eligible for OFLA parental leave only, employees must be on the job at least 180 days. For all other OFLA leave benefits, workers must be employed at least 180 days and also work at least an average of 25 hours a week during the 180 days before leave begins.

OMFLA requires covered employers to grant leave to employees who have worked an average of at least 20 hours per week, but the law does not specify a period of time for applying the

average, nor does it require any particular length of service as do OFLA (180 days) and FMLA (12 months).

To be eligible for FMLA leave, an employee must have worked for a covered employer for at least 12 months (not necessarily consecutive) and during the 12 months immediately preceding the leave must have worked at least 1,250 hours. Also, the employer must have 50 employees within a 75 mile radius of the employee's worksite for the employee to be FMLA eligible.

**Q. How is an employee's job protected during a leave?**

A. With some subtle differences between OFLA and FMLA, employers must return employees to their former jobs or to equivalent jobs if the former positions no longer exist.

**Q. How much leave can an employee take?**

A. With some notable exceptions, employees are entitled to 12 weeks within any one-year period. That exhausts the FMLA leave entitlement except for military caregivers leave, which can extend to 26 weeks in one leave year. Under OFLA, women taking any pregnancy disability leave are allowed an additional 12 weeks for any OFLA purpose. Either parent who has taken a full 12 weeks of parental leave (e.g., to care for a newborn, newly adopted child or newly placed foster child) are also entitled to take up to an additional 12 weeks leave to care for a child with a non-serious health condition requiring home care.

**Q. What notice is required?**

A. Employees are required to give written notice to the employer 30 days in advance of the leave unless it is impracticable to do so, or if the leave is taken for an emergency. Employees who fail to give written notice may be subject to uniformly applied, non-discriminatory discipline by the employer pursuant to employer policy.

**Q. What are the principal differences between OFLA and FMLA?**

A. OFLA applies to employers with 25 or more employees in Oregon in the current or previous year. To qualify for leave benefits, employees must have worked at least 180 calendar days and an average of 25 hours a week (except for parental leave, when no weekly average is required).

FMLA applies to employers with 50 or more employees in the current or previous year. To be eligible for FMLA leave, employees must have worked for the employer for at least 12 months (not necessarily consecutive), and have worked at least 1,250 hours during the 12-month period immediately preceding the leave. Also, the employer must have 50 employees within a 75 mile radius of the employee's worksite for the employee to be FMLA eligible.

OFLA also has a greatly expanded list of "family members" compared to FMLA. FMLA only provides for protected time off for the serious health condition of the employee or his or her spouse, child or parent (or one standing in the place of a parent or child of the employee). OFLA also extends to grandparents and grandchildren, parents-in-law, same-gender domestic partners

and children and parents of same-gender domestic partners.

OFLA (but not FMLA) has sick child leave (non-serious health condition requiring home care) and the additional allotment of leave following pregnancy disability leave and sick child leave following 12 weeks of parental leave. FMLA (but not OFLA) has military caregiver leave and qualifying exigency leave.

Agenda Bill  
**Harrisburg City Council**  
Harrisburg, Oregon

7.

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**THE MATTER OF APPROVING THE CONSENT LIST**

**STAFF REPORT:**

Exhibit A: Budget Committee Appointments

Exhibit B: City Council Minutes for December 10, 2019, and  
January 14, 2020

Exhibit C: Payment Approval Report for February 2020

Exhibit D: Planning Commission Minutes for February 18, 2020

Exhibit E: Library Board Minutes for January 9, 2020

**ACTION:** Motion to approve the consent List

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

1. The Appointment of Barb Shipley, Marilyn Pollard, and Ruby Bennett to three-year terms that end on December 31, 2023.
2. The City Council Minutes for the December 10, 2019 and January 14, 2020 Business Meetings.
3. The payment approval report for February 2020

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**THIS AGENDA BILL IS DESTINED FOR:** Consent Agenda – Work Session 03.24.20

**STAFF RECOMMENDATION:**

**Staff recommends the City Council approve the consent list.**

**BACKGROUND INFORMATION:**

**Construction Permits:**

February: Submitted: 6  
Issued: 4

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

**2020 YTD: None - \$494,529 still pending.....**

**Business Licenses Issued:** 1 Commercial License:

- Kizer Family Insurance @ 190 Smith St. (In the Oddfellow Building, once renovations are completed.)

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

**Library Board: Chairperson; Cassandra Barney**

The Library Board meets on every other month basis.

The minutes from January 9, 2020, are attached.

The meeting scheduled for March 12, 2020 was cancelled.

*Next Scheduled Meeting: TBD; Regular Schedule is for May 2020.*

**Personnel Committee: Chairperson; Kimberly Downey**

The Personnel Committee met in Executive Session and regular session on November 20, 2019. The public minutes are not yet available.

The Personnel Committee also met on January 20, 2020. Those minutes are not yet available.

*Next Scheduled Meeting: TBA*

**Planning Commission: Chairperson; Todd Culver**

The Planning Commission met on February 18, 2020. Those minutes are attached.

The Planning Commission also met on March 17, 2020. Those minutes are not yet available.

*Next Scheduled Meeting: April 21, 2020*

**REVIEW AND APPROVAL:**



03.20.20

Michele Eldridge                      Date  
CR/Asst. City Administrator

Agenda Bill  
**Harrisburg City Council**  
Harrisburg, Oregon

**THE MATTER OF FILLING VACANCIES ON THE BUDGET COMMITTEE  
STAFF REPORT:**

Exhibit A: Candidate Applications

**ACTION:** The approval of the consent list will appoint candidates Barb Shipley, Marilyn Pollard, and Ruby Bennett, to three-year terms that end on December 31, 2023.

**THIS AGENDA BILL IS DESTINED FOR:** Consent Agenda - March 24, 2020

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
n/a	n/a	n/a

**STAFF RECOMMENDATION:**

**Staff recommends the Council appoint these 3 citizens to the Budget Committee.**

**BACKGROUND INFORMATION:**

The Budget Committee currently has four openings. Two of those openings are for long time Budget Committee members, Barb Shipley, and Marilyn Pollard. Both candidates are willing to serve for another three years and have provided us with their applications.

Two positions on the Budget Committee have been notoriously hard to fill, but we are happy to announce that we have a new retiree who has accounting experience and is willing to serve. Therefore, staff asks that the City Council appoint Ruby Bennett to the term that ends on Dec 31, 2023.

There is still one position open for the Budget Committee, with a term ending on Dec 31<sup>st</sup> of this year. It's ideal for friends or family that don't want to serve for a long time. Please let people know it's available.

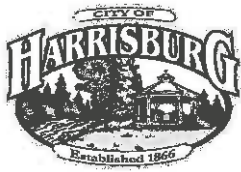
**MOTION (If necessary):**

**The approval of the consent list will appoint Barb Shipley, Marilyn Pollard, and Ruby Bennett to the 3 3-year terms that all end on December 31, 2023.**

**REVIEW AND APPROVAL:**



John Hitt  
Interim City Administrator



City of Harrisburg  
120 Smith Street  
Harrisburg, OR 97446  
Phone (541) 995-6655  
[www.ci.harrisburg.or.us](http://www.ci.harrisburg.or.us)

## **BOARD & COMMITTEE APPLICATION FORM**

**Planning Commission, Budget Committee, and Library Board**

Name: Barb Shipley

Address: [REDACTED]

Phone Num: [REDACTED]

Email: [REDACTED]@com

Are you a Harrisburg resident?

Yes



No



Employment: Downey Enterprises - Prop. Management

In which position are you interested?\*

Budget Committee

Tell us why you would like to be included on the Board or Committee of your choice and what you will contribute:

We love our community and like to be a part of it's journey into the future.

Please list any schooling, hobbies, prior experience or any other information that would indicate how you would contribute to the Board or Committee.

22 years of experience in Municipal Govt. including budgeting + fund management.

Please list a personal/professional reference that we may contact:

Name: Michele Kusumbe

Address:

Phone Number:

Relation to you:

By providing your signature below, you acknowledge that you are the applicant for the committee position and authorize the City to contact your references.

Barbara Siegel

\*Please be aware that candidates for Planning Commission are subject to State Ethic Law Requirements. For further information on ethics laws and what the requirements are, please ask for Michele Eldridge, City Recorder/Assistant City Administrator.



City of Harrisburg  
120 Smith Street  
Harrisburg, OR 97446  
Phone (541) 995-6655  
[www.ci.harrisburg.or.us](http://www.ci.harrisburg.or.us)

## BOARD & COMMITTEE APPLICATION FORM

### Planning Commission, Budget Committee, and Library Board

Name:

Address:

Phone Number:

Email:

Are you a Harrisburg resident?      Yes ☒      No ☐

Employment:

In which position are you interested?\*

Tell us why you would like to be included on the Board or Committee of your choice and what you will contribute:

Please list any schooling, hobbies, prior experience or any other information that would indicate how you would contribute to the Board or Committee.

Please list a personal/professional reference that we may contact:

Name: Lee Ann Hart-Chambers

Address: [REDACTED]

Phone Number: [REDACTED]

Relation to you: friend

By providing your signature below, you acknowledge that you are the applicant for the committee position and authorize the City to contact your references.

*Marilyn Pollard*

\*Please be aware that candidates for Planning Commission are subject to State Ethic Law Requirements. For further information on ethics laws and what the requirements are, please ask for Michele Eldridge, City Recorder/Assistant City Administrator.



City of Harrisburg  
120 Smith Street  
Harrisburg, OR 97446  
Phone (541) 995-6655  
[www.ci.harrisburg.or.us](http://www.ci.harrisburg.or.us)

## BOARD & COMMITTEE APPLICATION FORM

Planning Commission, Budget Committee, and Library Board

Name: RUBY BENNETT

Address: [REDACTED]

Phone Number: [REDACTED]

Email: ru [REDACTED]

Are you a Harrisburg resident? Yes ☒ No ☐

Employment: RETIRED/SE

In which position are you interested?\*

BUDGET COMMITTEE

Tell us why you would like to be included on the Board or Committee of your choice and what you will contribute:


IM CONSERVATIVE, interested in city government, I saw That people were NEEDED in the water bill.

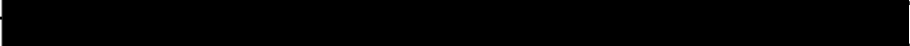
Please list any schooling, hobbies, prior experience or any other information that would indicate how you would contribute to the Board or Committee.

I have SERVED ON 2 boards. I'm dependable, Try to SEE ISSUES clearly.  
I prepared budgets as part of my job as DISTRICT MANAGER at HIR BLOCK For a number of years. I had a TAX CONSULTANT + ENROLLED agent <sup>license</sup> for many years.

Please list a personal/professional reference that we may contact:

Name: DEBBY Witherkind

Address: 

Phone Num 

Relation to you: SISTER/business partner

By providing your signature below, you acknowledge that you are the applicant for the committee position and authorize the City to contact your references.

*Ruby Bennett*

\*Please be aware that candidates for Planning Commission are subject to State Ethic Law Requirements. For further information on ethics laws and what the requirements are, please ask for Michele Eldridge, City Recorder/Assistant City Administrator.



## Harrisburg City Council Meeting Minutes December 10, 2019

The Harrisburg City Council met on this date in a regular business meeting at the Harrisburg Municipal Center, located at 354 Smith St., at the hour of 6:33pm. Presiding was Mayor Robert Duncan. Also present were Mike Caughey, Kimberly Downey, Robert Boese, Adam Keaton, Randy Klemm, Charlotte Thomas and Youth Advisor Quinton Sheridan. Staff members present were Interim City Administrator John Hitt, City Recorder/Asst. City Administrator Michele Eldridge, and Finance Officer Tim Gaines.

**CONCERNED CITIZEN(S) IN THE AUDIENCE.** Members in the audience were present for items on the agenda, or as general observers.

### **THE MATTER OF ADOPTING THE LIBRARY POLICY HANDBOOK VIA RESOLUTION, REPEALING RESOLUTION NO. 800, AND APPROVING ORDINANCE NO. 971, "AN ORDINANCE AMENDING HARRISBURG MUNICIPAL CODE 2.20".**

- Downey thanked the Library Board for the terrific job they did in updating the policy handbook. She then **motioned to approve Resolution No. 1224, "A RESOLUTION ADOPTING A NEW LIBRARY POLICY HANDBOOK, AND REPEALING RESOLUTION NO. 800", and Ordinance No. 971, "AN ORDINANCE AMENDING HARRISBURG MUNICIPAL CODE CHAPTER 2.20."** She was seconded by Thomas, and the City Council voted unanimously to approve both Resolution No. 1224, and Ordinance No. 971, modifying the Public Library Ordinance to match the Policy Handbook.

### **THE MATTER OF APPROVING A NEW LIQUOR LICENSE FOR KARAMDEEP KAUR DOING BUSINESS AS EZ STOP MARKET AN DELI**

**Staff Report:** Hitt noted that when we approve these, we are actually only making a recommendation to the OLCC (Oregon Liquor Control Commission) to approve the issuance of a license. The City doesn't have the authority to approve or deny a liquor license application.

- Klemm asked what sort of vetting would go into an application.
- Hitt told him that the locality doesn't get involved, unless the applicant is known by the City to have issues or problems. In this case, it's a brand-



new applicant; it will be up to the OLCC as to whether they want to issue or deny a liquor license.

- Caughey **motioned to authorize the City Administrator or his designee to recommend that OLCC grant the new liquor license and was seconded by Keaton. The City Council then voted unanimously to authorize the City Administrator, or his designee recommend to the OLCC that they grant the new liquor license to Karamdeep Kaur, dba EZ Stop Market.**

## **THE MATTER OF PROVIDING TECHNOLOGY SERVICES FOR THE CITY OF HARRISBURG**

**Staff Report:** Finance Officer Tim Gaines said that the former City Administrator wanted to contract with OCWCOG (Oregon Cascades West Council of Governments) for IT services and made the switchover from Cobalt Computers. Cobalt is a terrific company; he (Gaines) had worked for Hewlett Packard for ten years prior to coming to the City. Nobody there was as good as Steve Church, the owner of Cobalt Computers. He emphasized the reasons provided in the agenda bill for making the switch back to Cobalt Computers as our main IT provider.

- Council briefly discussed why the switch in companies was being made. Gaines related that we two years ago, we did find a ransom virus in our computer systems, and Cobalt was able to catch the virus, isolate it, and remove it before it could do any damage. Sweet Home recently lost all of their data, due to a similar situation. Gaines related that the virus was actually open, and operating, but hadn't yet gone critical. Thomas said that she knew that sometimes companies don't get their information back when that happens. However, Keaton noted that the information is not seen by them; you are simply locked out being able to access your data. Downey had done some research, and the prices that we were being charged were really good and were slightly better than what the private sector is being charged. She wondered why Latta had made the switch, and Eldridge remarked that he wanted to go with another government group. Eldridge agreed with Gaines that Steve at Cobalt provided superior services, and was more knowledgeable, plus, had faster response times than what we had been receiving from CWOCOG. Both Gaines and Eldridge noted that OCWCOG was a good option to have as backup assistance in IT services. Gaines commented that they are nice people; they just aren't able to respond to us with the speed we need, as well as the other issues outlined in his staff report.
- Thomas **motioned to authorize the Interim City Administrator to Enter into a Future Agreement with Cobalt Computer Services Inc., to manage our IT needs, and was seconded by Downey. The City Council then voted unanimously to authorize the change to make Cobalt Computer Services, Inc., our main IT Service provider.**

## **THE MATTER OF APPROVING THE CONSENT LIST**

- Downey **motioned to approve the consent list and was seconded by Caughey. The City Council then voted unanimously to approve the consent list. The action of Council approved the following items on the consent list:**

December 10, 2019

- **The City Council Minutes for September 10, and September 24, 2019.**
- **The payment approval report for November 2019**

**THE CITY ADMINISTRATOR PROVIDED ORAL REPORTS IN RELATION TO THE FOLLOWING SUBJECTS:** (Unless otherwise stated, all opening comments were made by John Hitt.)

- IGA/City of Coburg: We have a draft agreement put together and will bring it to the January business meeting.
- LCSO Contract: We don't yet have a contract but expect it shortly. The report we had does not have any hours in it, and he prefers that format; however, he didn't want to start it until January. Traffic enforcement is hard for the deputies to quantify, and he prefers we focus on crime issues. Council briefly discussed the issue and were still somewhat reluctant to move away from tracking hours spent on traffic enforcement issues. Hitt reminded Council that the contract from Coburg will give us 25 hours of pure (mostly) traffic enforcement. Klemm felt that there should be a way for LCSO to provide us with the services we need in relation to traffic without it being cumbersome for the deputies. Downey would like to have them explain why they are limited to how they can report things through their software. She knows its difficult when they do so many things in one day. She went on a ride along with Deputy Tracy White, and she can see that it could be hard for them to separate it.

Caughey felt that Lieutenant Duncan addressed it really well and provided us with a reasonable explanation for why they reported it the way we do. However, he felt that they could still provide some type of ballpark hours for us. We called for 75 hours of traffic a month, and we've received that only twice in 2 ½ years. We reduced that to 50 hours, and we still aren't getting it. For some reason, traffic is real issue for LCSO to report on. He had thought having that number for some time would be a help. He understands that Coburg is coming in just to do traffic, which will be what we ask, and which areas we want assistance in. Maybe after that, when we can see citations and warnings, we will have something to compare to. Mayor Duncan saw his point, and he thinks it's doable, but he also agrees with Kim. He puts on his tool belt in the morning, and they put on a gun belt, and mace, and bullet proof vests.... traffic enforcement is not high priority on their list. Klemm agreed that it isn't public safety.

Traffic Control Solutions: Hitt said that Coburg will be doing an informal traffic survey, with some equipment they've recently purchased. They will be able to record traffic, average speeds, compare it to the speed limit. It can also be targeted to monitor if vehicles are coming to a complete stop. This is something that is part of our contract, without additional charges to us. We would need time to set up the equipment, and then to move it, but the time would be relatively small. It's an important tool, that we can use, which will show us trouble spots for traffic in town. It will give us lots of flexibility to get a base line of what traffic is doing in various parts of town. Caughey loved that; and thought we really need it. We get input from citizens from certain locations, and they are informed, but we get some really unhappy people in relation to traffic enforcement. It may not be as serious as what they are reporting, but we will be able to have actual numbers.

Interim City Administrator Contract: Hitt said that we are not dealing with his contract tonight, but we will talk about some of the things we need to do in the future, including

December 10, 2019

increasing his hours from 30 to 40 hours a week. Michele had some discussion with CIS, and they will allow him to waive his insurance, although he needs your approval to do it. However, they do require that we provide him with a basic life policy, AD&D and LTD. Those costs are \$186.46 a month; but you won't need to pay PERS. That saves us approximately \$1,800 a month. Klemm asked if that was Tier 1 or Tier 2, and Hitt told him neither, as he is retired. The benefits savings comes to roughly \$1,600 per month, or \$40,000 a year. He would like PTO and holidays as well; he'd like to return to Texas and his home from time to time. He will still be earning sick pay, although he virtually never gets sick. He'd like to take vacation every month if he can. Downey asked if he had a place to stay yet, and Hitt told her that he is still commuting from Lebanon. He'd like to find someplace closer so he could avoid that commute. Klemm said that if you are increasing from 30 to 40 hours, that your salary is proportionately increasing. Hitt agreed, and said it was.

Hitt also asked if Council wanted to adopt the agenda or not. He was used to doing that in Lebanon. It makes no difference to him if you do it or not, but he was used to doing that, and if he has last minute things to enter, such as a proposal, he could do so. Downey asked him what the benefit of that would be. Hitt told her it would be just if something came in at the last minute. Downey said we can just table it. Klemm thought that was just what we call 'others'. Caughey thought they would be 'other' others. Klemm said that the School Board had that kind of agenda, along with a consent list. Mayor Duncan said maybe it's something we can consider.

Knife River Property Purchase: Hitt said that the plat is still not officially approved, although it's been finalized, and re-surveyed. We are still moving forward on the revised contract, and hopefully will be able to close escrow soon. Eldridge added that we will also need to pay the \$52,000 owing to Knife River. Hitt was still a little worried about meeting the newest deadline. One thing easily resolved, is the additional insured certificate that we need. The other one that is a little trickier, is the reclamation issue. There is a one-year plan on the reclamation, in which DOGAMI might come back and require replacement of something. (Department of Geology and Mining Industries). We might need to have a MOU (Memorandum of Understanding) with them. Hopefully, we will get there. Caughey asked if that dealt with the slope of the ponds, and Hitt told him yes, it does. There are also trees that are planted, he thought it was around 200 that are required. The current reclamation plan is from the 70's and was amended in 2009. We need to make sure that they take care of any monitoring. Downey asked him if that was dry or wet acres, and Hitt told him it was all pretty wet.

Strategic Plan Priorities: Hitt said that we will go over the priorities in February. He was working on the new plan. Some of the priorities will likely change, as we are closing to being done with Knife River. There is also the sanitary crossing beneath the railroad tracks.

**OTHER ITEMS:** Eldridge reminded everyone to turn in their fraud risk inquiry letters. Gaines said that he knows it's everyone's favorite thing to do; if anyone has questions about it, he is available to help. Mayor Duncan said that he didn't answer the first questions; wasn't certain how to. Gaines said that a lot of it is to make sure that nepotism isn't occurring, etc.

**With no further business to discuss, the meeting was adjourned at the hour of 7:26pm.**

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Mayor

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City Recorder



## Harrisburg City Council Minutes

### January 14, 2020

The Harrisburg City Council meeting was called to order at 6:30pm. Presiding was Mayor Robert Duncan. Also present were Mike Caughey, Kim Downey, Adam Keaton, and Randy Klemm. Absent were Rob Boese, Charlotte Thomas, and Youth Advisor Quinton Sheridan. Staff present were Interim City Administrator John Hitt, City Recorder/Asst. City Administrator Michele Eldridge, Public Works Director Chuck Scholz, Court Clerk/Library & Utility Billing Supervisor Lori Ross, Librarian Cheryl Spangler, and Contract Planner Jordan Cogburn.

Meeting Location: Harrisburg Municipal Center @ 354 Smith St.

**CONCERNED CITIZENS IN THE AUDIENCE:** All present were for items on the agenda.

**THE MATTER OF THE FRED PROPERTY & EQUIPMENT, LLC COMPREHENSIVE PLAN MAP AMENDMENT AND CONCURRENT REZONE APPLICATION (LU 413 & LU 414) AND APPROVING ORDINANCE NO. 971, "AN ORDINANCE AMENDING THE HARRISBURG COMPREHENSIVE PLAN MAP AND ZONING MAP TO REZONE LAND INSIDE THE URBAN GROWTH BOUNDARY OF THE CITY OF HARRISBURG".**

Mayor Duncan read aloud the order of proceedings, and the procedures to ask for a continuance, or to leave the record open.

At the hour of 6:36PM, the Public Hearing was opened.

Mayor Duncan asked if there were any Conflicts of Interest, or Ex Parte contacts. There were none declared; nor were there any rebuttals of such.

Mayor Duncan then read aloud the criteria that were relied upon for this land use hearing and noted additional copies of criteria near the door. He also directed the audience in how they would need to direct testimony towards the applicable criteria, and how an appeal could be made.

**Staff Report:** Jordan Cogburn, the City's Contract Planner, related the criteria for this issue, as HMC (Harrisburg Municipal Code) 18.120, which covers amendments to the zoning code, or Comprehensive Plan Map amendments. The property is surrounded by both R-1 and R-2 zones, so this is not considered spot zoning. An assisted facility type of use would be allowed with a Conditional Use Permit, but the applicant preferred to obtain R-2 zoning to have a higher

density allowance. The applicant has a nice project and a good application, and there are no real issues listed here. His recommendation is similar to that of the Planning Commission, and he recommends that the City Council approve this request as stated.

- Mayor Duncan asked if the legislature hadn't been talking about allowing R-2 uses in a R-1 zone?
- Cogburn told him that was mostly specific to larger cities, not to a city the size of Harrisburg. Regarding this request, they've made a strong case that the R-2 zoning is better for this site.

**Applicant's Presentation:** Karl Mueller, from Mueller Planning, said that as Mr. Cogburn has noted, this is a good proposal that fits in well with this area in the Harrisburg community. They are asking to change the zoning from an R-1 to R-2 zone, in order to accommodate senior housing on this property. He pointed out that there is more of a shortage of R-2 land, then there is of R-1 land in the City. Therefore, the zone change request makes sense. In addition, he pointed out that there is a lack of senior housing in the community.

- Klemm asked if they were targeting this housing towards seniors who need more assistance with life activities, or if it was independent housing that they were planning.
- Mueller told him that they weren't planning on assisted living. They are still determining exactly what kind of housing they will put on this property.
- Klemm had no problem with independent senior housing.
- Tim Walter, City Resident and a managing member of Fred Property, located at 445 N. 7<sup>th</sup> St. had 3 main points. The first was the change in zoning, which is supported by the 2013 Harrisburg Urbanization Study. The second is in relation to investors. They haven't finalized plans in relation to what they are planning for development, because the investors don't like loose ends and moving parts. In order to take the next step, they had to obtain the rezoning. He, and the other members, are committed to providing senior housing in Harrisburg. Finally, obtaining a higher level of care for seniors is extremely difficult, and a far bigger, and more complicated project than what this project is. Hiring an engineering company, is probably the smartest move he ever made; he then asked the City Council to support this request.

**TESTIMONY IN FAVOR, IN OPPOSITION, AND NEUTRAL TESTIMONY, WAS REQUESTED. THERE WAS NONE, AND THEREFORE NO REBUTTALS OF SUCH.**

**THE PUBLIC HEARING WAS CLOSED AT 6:55PM.**

All of Council was in favor of this project, as it was noted that there is no dedicated senior housing in town. Mayor Duncan wanted it noted especially that the quality of the person who was working on this project was why he was in favor of it. He thought this would be great for the City.

- Klemm **motioned to approve the Fred Property and Equipment LLC Comprehensive Plan Map Amendment and Concurrent Rezone Application (LU 413 & 414), subject to Conditions of Approval contained in the January 7, 2020 Staff Report. The motion is based on Recommendations by the Planning Commission on November 19, 2019, and on Findings made by the City Council**

during Deliberations on the Request at the January 14, 2020 Public Hearing. He was seconded by Keaton, and the City Council voted unanimously to approve the request for the Comprehensive Plan Map Amendment and Concurrent Rezone application.

- Downey then motioned to Approve Ordinance No. 971, “AN ORDINANCE AMENDING THE HARRISBURG COMPREHENSIVE PLAN MAP AND ZONING MAP TO REZONE LAND INSIDE THE URBAN GROWTH BOUNDARY OF THE CITY OF HARRISBURG.” She was seconded by Klemm, and the City Council voted unanimously to approve Ordinance No. 971.

**THE MATTER OF APPROVING ORDINANCE NO. 972, “AN ORDINANCE AMENDING HARRISBURG ORDINANCE NO. 895 – ANNEXING CERTAIN PROPERTIES UNDER THE ‘ISLAND ANNEXATION’ PROVISIONS ALLOWED BY ORS 222.750 IN 2011**

**Staff report:** Hitt noted that there are basically 3 issues that have arisen in relation to this delayed annexation; of which he noted that the property is now known as 770 and 776 N. 7<sup>th</sup> St. First, is that the City allowed an extension of the annexation, which should have occurred in 2017. The property changed hands in June of 2017, after that Council meeting, in which Tim Walter paid \$125,000 for the property. Therefore, that part of the original ordinance is already unmet. In addition, the original ordinance specified that the property would be zoned R-1, which is now incorrect. Finally, he proposes that the annexation be finalized once the city receives a formal land use development application, or by not later than March 1, 2021. In 2018, the tax lots that were purchased were consolidated. In addition, some of the buildings on the property have been removed.

- Walters, who was still present, commented that there were two homes on the property, both manufactured. He wasn't sure which on the assessor's report was the remaining home.
- Hitt felt these changes would clean up what was done in 2011. A reasonable course of action is to still have the March 1, 2021 trigger, which is part of state law, and is not allowed to be extended.
- Caughey asked how the transfer of ownership happened, through a title company without having SDC's paid. There was a lien on the property too.
- Hitt told him that he brought up a good point. There are several issues going on here. The lien issue is coming up next, so he asked Council to wait to discuss that until the next item on the agenda.
- Walters said that prior to finalizing the deal with the previous owner, he came to the City Council, and in his presentation, he noted that if he had to pay the fees for the infrastructure, plus the SDC's, plus the interest that was being charged, then essentially, he would have to evict the tenant. The City Council declined to do that, because there was no way he could afford to spend that, in relation to the rent being charged; it's substantially below market, for a senior citizen on a fixed budget. As a result, City Council voted to say yes, we'll approve delaying the annexation, but he was supposed to work on getting senior housing developed. The next day, the City Administrator called him to say hey, we can't do that. To be honest with you, he doesn't know how the title company did it. He was told he wouldn't be charged until they started submitting site

plans and started construction. He knows that isn't satisfactory to Council, but that's what he was told.

- Caughey told him we will address it later.
- Downey then **motioned to approve Ordinance No. 972, "AN ORDINANCE AMENDING HARRISBURG ORDINANCE NO. 895 – ANNEXING CERTAIN PROPERTIES UNDER THE 'ISLAND ANNEXATION' PROVISIONS ALLOWED BY ORS 222.750 IN 2011"**. Klemm **seconded the motion**, and the **City Council voted unanimously to approve Ordinance No. 972.**

#### **THE MATTER OF APPROVING THE FINAL 2019 HARRISBURG WATER SYSTEM MASTER PLAN, AND RESOLUTION NO. 1224.**

**Staff Report:** Scholz noted that the Council now has the final Water Master plan, which is a protected document. The State returned all favorable comments, and thought it was a good plan, especially with the treatment facilities. The flow rates have been improved, especially during emergencies. The plan now has incorporated their comments, and this will be the final Water System Master plan which should cover the City's needs for the next two decades.

- Caughey **motioned to approve Resolution No. 1224, "A RESOLUTION ADOPTING THE HARRISBURG WATER SYSTEM MASTER PLAN "**. He was **seconded** by Downey, and the **City Council voted unanimously to approve Resolution No. 1224, and thereby, adopting the new Water System Master Plan.**

#### **THE MATTER OF A REQUEST TO REDUCE ACCRUED AND FUTURE INTEREST RATES ON AN EXISTING LIEN, AND APPROVING RESOLUTION NO. 1225.**

**Staff Report:** Hitt said that this resolution relates to January 2006, when a street improvement project was done. There were costs of \$28,371 that that went to this property, in order to reimburse the City for improvements. Those resulted in larger pipes, a storm water pump station, etc., and general oversizing of that area infrastructure for future development. In addition to the lien amount of \$28,371, it also imposed an interest of 4%; the total amount due at this time is \$49,129, of which \$20,758 is accrued interest. He had prepared a timeline of actions taken in relation to this property and had provided that for Council (Please see Addendum No. 1) Tim Walter is asking for relief from the assessment. It's up to Council to allow changes to the original resolution. Council can waive the 4% interest and take it back to just the original amount of \$28,371, or Council could deny any changes whatsoever. You could choose to waive it in its entirety, or to any amount you choose. However, he would like Council to bear in mind, that this work resulted in physical improvements which clearly benefited other properties, as well as the future development of Tim Walters property. That is why it is his recommendation is to forgive the 4% interest rate accrual, but not the original amount. Its Councils judgement call as to what they feel is fair and appropriate. He thought he understood that there was a property that already paid an amount for this improvement.

- Eldridge told him yes, the N7 Subdivision had to pay for the lien on the property, and technically, there is still one more property that is located directly south of Tim Walters property, who still owes on their resolution.
- Downey wanted to know why that wasn't paid off in escrow. That should have been done.

- Caughey said that the law says that you have to satisfy all liens existing on the property, or you shouldn't have been sold the property.
- Eldridge told them that all three resolutions were recorded liens at Linn County, and were tied to those properties.
- Downey said then they should have paid that off.
- Caughey said that it's the title company who is at fault for this. It's not Tim's (Walter) fault; he likely had no clue on how this process works; and no reason to know it should have been paid off.
- Downey said that money came out of taxpayers' pockets. The interest isn't as much of a problem for her, but she is concerned about the hard costs.
- Tim Walter thanked Council for considering this. He never intended to not pay the original costs of \$28,371, as that is owed to taxpayers. However, the discussion he had at that time, first, is that the property was never hooked up to the City's water system, and since it's not using water, it's not using sewer. So, because the property was on a well and septic system, and the original decision was to delay the annexation, is why he was told it would not come due and payable when the property changed hands. The \$28,000 was part of that discussion with the tenant, which City Council had mercy on. That was the discussion he remembered at that time. He did not ask, in his email, for a waiver of that amount, he was planning on paying what was owed. They aren't hooked up to the infrastructure and won't be until they start construction.
- Mayor Duncan wasn't sure that it speaks to the title company's problem. He only vaguely remembers that meeting.
- Walters commented that the previous owner carried the contract, so he can't ask that.
- Downey said that we would have to look at the title policy.
- Keaton asked if this isn't the sort of charge that would be supported by SDC's? If they installed a larger, oversize system, that supported new development. He is curious as to why this is a lien instead.
- Hitt said that there is a record in the minutes. The developer did oversize the infrastructure at the request of the City, at the expense of the City, to facilitate future development.
- Caughey suggested that if Tim Walter is now the owner, then he should go back to the title company. He could perhaps have them pay the lien that should have been paid when you purchased it.
- Downey, however, noted that it depends on the title you had. She added that she wants the hard cost of the improvement to be paid. She isn't as concerned about interest.
- Caughey and Keaton both concurred.
- Hitt said that this action would retroactively amend the original resolution.
- Caughey asked when the SDC's money will be paid.
- Hitt told him it would be no later than March 2021, which is the deadline for the annexation, if a development agreement is not received prior to that. The annexation must be finalized, prior to any development application being heard in the Planning Commission.



- Caughey noted then the resolution states that this goes away, in 2026. So, if for some reason, they decided to not move forward with this project, then the requirement would go away, correct?
- Keaton thought it would terminate or disappear then.
- Hitt advised the Council that they could amend that as well. You could amend it to say it doesn't terminate in 2026. You could strike that last sentence.
- Downey wondered why that was written that way?
- Scholz told her that it's likely because that's the estimated life of that oversize pipe. While the pipe itself could still be used for 50 years, the federal requirement is 20 years. Council discussed this issue for a while and determined that they would prefer that it get paid, and that it shouldn't drop off in the future. Hitt suggested language stating that it shall be due and payable, not later than Jan 11, 2026. Caughey and Klemm were both agreeable to that change.
- Keaton then **motioned to approve Resolution NO. 1225, "A RESOLUTION AMENDING RESOLUTION NO. 857, REMOVING THE INTEREST RATE REQUIREMENT AND THEREFORE REDUCING THE AMOUNT OF THE LIEN ON THAT PROPERTY IDENTIFIED AS 15S04W10CA00200", and then added on prior to the second on the motion, that it should also be amended to be due and payable not later than Jan 11, 2026.**
- Downey **seconded the motion, and the City Council voted unanimously to approve Resolution No. 1225, and thereby removing the 4% interest rate, and the \$20,758 in accrued interest, as well as amending that the principal amount will be due and payable not later than Jan 11, 2026.**

#### **THE MATTER OF AUTHORIZING A MURAL TO BE PAINTED IN THE HARRISBURG PUBLIC LIBRARY.**

**Staff Report:** Eldridge reiterated the information from the agenda staff report, which included a picture showing where the mural will be located. The Library Board approved the issuance of a contract with Holly Bea Jones at their last meeting.

- Cheryl Spangler, Librarian, said that the money for this, will be paid out of the Ready to Read grant, not out of the general budget. She encouraged the City Council to add to the amount that was approved by the Library Board. Holly is a great artist and has volunteered her time to the Library in the past.
- Scholz did ask for them to remove what looks like a heart on one of the trees. He didn't want someone cutting a heart into the trees in the park across the street.
- Klemm **motioned to authorize city staff to proceed with the steps needed to contract with Holly Bea Jones to paint an approved mural on the wall of the Harrisburg Public Library. He was seconded** by Downey.
- Caughey stated that he would like to ask if the Council could add in a matching amount for the artist, out of the General Fund?
- Council concurred with that request; therefore, Caughey **motioned to amend the original motion, to have the City match the \$150 fee to the artist and to say thank you. Klemm seconded that motion.**

- **The City Council then voted unanimously to approve the additional \$150 fee to be paid to the artist (for a total of \$300) for her work in the Library, and then also voted unanimously to approve the original motion, and therefore allowing staff to proceed with contracting with Holly Bea Jones for painting the approved mural in the Library.**

**City Administrator Oral Report:**

- Hitt asked if he could provide his oral report in relation to the Municipal Court issue, as Lori Ross was here tonight, and can go home after her report is heard.
- Lori Ross, Court Clerk, was here this evening, and handed out her report on Municipal Court (Please see Addendum No. 2)
- Hitt noted that they had recently made some changes in cooperation with the Judge. For instance, they had joined the violations bureau program, which provides for more fines being paid out of City hall and brings fewer people to court. It's clear, defined, and with limited deferred adjudication, they are clearly limited to 3 choices, and with proof required that they attend the class.
- Ross went into detail about the 3 different types of programs. One is geared towards middle aged people, who can take online classes, as well as being in a classroom if preferred. They will focus on in person classes and will save the online option for special circumstances. She can see if they took the class before and whether they don't fulfill their obligations. Classes are offered in Junction City, and in the Salem area. The AARP is another one they provide for older people; those are online classes. The final program is for younger drivers. There are a variety of talk tough classes, in which kids are shown by nurses what happens when you talk on the cell phone while driving, or don't buckle your seat belt. That class is harder for kids to get into, but it's worth it. If they sign up for traffic safety class, instead of receiving a citation, they pay a court fee, and are also responsible for paying for the cost of the class. They are on probation for a year, but if they fulfill their obligation, and if there are no citations in that 12-month period, their record is removed. If they fail, they are required to appear in court. The fee will not go to a presumptive fine, and they will have to pay the entire court fee. The violations bureau is nice, and good for people who don't want to go to court, or for those with only 1 or 2 tickets.
- Caughey asked if this information was on the City website?
- Ross told him it was. She had a big docket for court the next day. The financial report she handed out doesn't include her time but will in the future. She summarized the rest of the expense report.
- Klemm noted that on the first page, the total doesn't include the judge's salary.
- Ross had thrown this together quickly but said that that the total should be closer to \$10,000. After being asked how much time she spent on the Court program, she indicated that it was close to 50% of her time.
- Klemm was glad that most of the collections received would pay for that.
- Ross noted that we are in a good place with the collection report; we took over the court, on July 1, 2016, and the revenue progressively gone up.

## THE MATTER OF APPROVING AN IGA WITH THE CITY OF COBURG FOR ENHANCED TRAFFIC ENFORCEMENT SERVICES.

**Staff Report:** Hitt summarized his report and noted that this is the final draft of the IGA for the enhanced traffic services program with the City of Coburg. Coburg will be providing a minimum of 25 hours of traffic enhanced services a month, provided mainly by their reserve officers. The contract will be effective from Feb 1<sup>st</sup>, to November 1<sup>st</sup> of this year, and will save us \$22 to \$23 an hour from what LCSO (Linn County Sheriff's Office) does. We've written in the requirement for a summary traffic survey from the Coburg Police Department, due not later than June 30<sup>th</sup>. This will provide us with the type, frequency and severity of traffic crimes, and will give us a baseline of where the worst areas are in town, and what kind of traffic violations we are most prone to. We also have the ability to have them be court bailiff if needed or necessary.

- Caughey asked specifically how are they going to handle something like a DUI? Will they transport people to the jail in Linn County, or will they process it themselves, and if they do, where will people be detained?
- Hitt said that there are only two places to take people with DUI's: in Albany or Eugene. We haven't coordinated that with LCSO yet. There will be lots of details and coordination, which will be worked out with City staff, as well as LCSO, and the Coburg police force.
- Klemm asked when they issue citations, are those allowed to come to our Municipal Court?
- Mayor Duncan told him yes. They already have citations, with our name and address, and cars will have magnetic shields, that have both Coburg and Harrisburg on them.

The City Council discussed some concerns about traffic issues outside the City, and whether Coburg police would stop anyone. Mayor Duncan said that to his knowledge, they will call Linn County if it's outside the City. Eldridge, however, said that if someone breaks a traffic law right in front of them, that they have an obligation to respond to that. Downey noted that the farmers are concerned about it. Klemm asked for clarification on section 4, which states paperwork being done at the end of the month. Is that month by month, or the month after the quarter? Hitt told him it was once a quarter. We wanted to limit the amount of time doing paperwork. There is some fluidity in the agreement, but if you approve the motion as written on page 85, the contract is not to exceed \$15,000. On page 96, you'll see that there is a total of \$14,025, which pays for basic patrol hours. But he is asking for a little additional funds to give him flexibility, to be able to use them in other activities. Keaton asked with the bailiff issue, if we would alternate between them and LCSO? Eldridge told him, no, it's based on LCSO being the bailiff. If for some reason, they aren't available, we would have the ability to call Coburg to fill in.

- Caughey then **motioned to approve the IGA between the Cities of Harrisburg and Coburg for Traffic Enforcement Services for 11 consecutive months commencing February 1, 2020, with a total cost not to exceed \$15,000. He was seconded by Keaton, and the City Council voted unanimously to approve the IGA for traffic enforcement services to be provided by the City of Coburg Police Department.**

## THE MATTER OF APPROVING THE S. 5<sup>TH</sup> ST. IMPROVEMENT PROJECT

- Downey declared that she had a conflict of interest in the next topic.
- Scholz asked if this will benefit her property.

- Downey told him that it will benefit them.
- Scholz told her right now, we aren't considering any money. This is just approval to move forward with the bid process.
- Downey said that she had noticed that there were no proposed costs passed to property owners.
- Keaton told her that since you've declared a conflict, realistically, someone would have to call you on it, if they should disagree with you being involved.
- Downey said that she will stay out of the discussion. If the vote isn't right, and she doesn't feel her conscience will allow her to vote, then she will state that.
- Scholz said that this is obviously a street improvement project. This came up, because we were talking about the sewer station lift station being here, but because of the elevation of the street, we had to take care of the stormwater issue. 5<sup>th</sup> Street is in between the rail tracks, and the water doesn't go anywhere. The more we looked at this project, the more ramifications came to light. That's why we have the ability to use storm water funds, street funds, plus SDC's from Storm Water and Transportation, and also the water bond project, because of the water line replacement. After all the survey work was done, we found alternate solutions to putting a pump station down there. There were other solutions, that in the long term were less expensive, to build and maintain. It all comes back to having to get rid of the storm water, and while not ideal, we will need a stormwater pump station. That will work during heavy rains, on the standing water, until the system surcharges, and it takes care of it. Water will go away relatively quickly. This project will include a new water line, storm water improvements, new asphalt, curb, gutters and a sidewalk on both sides, plus a small planter strip. It's a narrower right-of-way, so we won't have a big planting area on there.
- Mayor Duncan was amazed, because 5<sup>th</sup> street was a mess! It's amazing that we can do this.
- Caughey asked then if we will remove the street, replace all the pipes, and then install a new one?
- Scholz told him it's not considered a street; its surface is an oil mat. That's why SDC's can be used. Then we will not replace the sewer pipe, because it only runs down that street, and it's actually in good shape. If it's not broken, it can be slip lined later if needed. The storm lines will all need to be replaced. The ones put in there are mostly installed by property owners. The only real one, is at 5<sup>th</sup> & LaSalle, and there is another at Kesling; this project will clean that up.
- Caughey said if someone were to live on 5<sup>th</sup>, then this would be a great improvement in their neighborhood.
- Downey was excited about not having her garage flooded.
- Scholz stated that this will be a nice improvement, similar to what we did with 1<sup>st</sup> and Kesling. Some of the homeowners actually have concrete parking pads, and when finished with their driveway approach, there might be a small chunk of gravel in-between them. We will work with the contractor to offer them good deals if they want to match that up.
- Caughey asked if the project would be done in a year, right?

- Scholz told him it should be by September. If you give approval, then he would come back in a month with bid numbers, and an engineering recommendation, and then we can start. Weather wise, it will be close to June, but with the water in that area, it may take a few more months to finish.
- Caughey **motioned to approve the S. 5<sup>th</sup> St. Improvement Project and was seconded** by Klemm. **The City Council then voted unanimously to approve the S. 5<sup>th</sup> St. Improvement Project.**

#### **THE MATTER OF APPROVING A REVISED INTERIM CITY ADMINISTRATOR CONTRACT.**

**Staff Report:** Hitt reviewed the information in the agenda bill, and the primary features as noted in the numbered section. He liked the option of considering him as an independent contractor, with his own LLC; however, he wanted the Council to please note the email with the City Attorney, Jim Brewer. That is on page 122. His concern, is that if you hire him that way, is that if PERS audited the City and determined that he should be considered an employee after all, then there could be problems.

- Downey agreed that trying to count yourself as an independent contractor, is pretty risky. You would be treating yourself as a business, and she doesn't think we should go in that direction.
- Keaton asked if we did that, would the City send out for bid?
- Hitt told him that the \$25,000 threshold belongs to state licensed contractors. He would not be one of those. His point is valid, but the state would look at him differently.
- Downey asked that since there are other interims out there, then maybe they could tell him what they are set up as.
- Hitt told her that he was one. He was a county administrator, who was an independent contractor. But it's already being questioned by our attorney.
- Downey said that even in the private sector, this sort of thing is really frowned upon. It's seen as an entity taking advantage of employees.
- Eldridge added that the city was already audited on Judge Lemhouse, and ended up having to pay more into the PERS system.
- Caughey had one change, to section 6. It shouldn't mention every 90 days but should instead say that compensation is for once a quarter. He then **motioned to approve the employment agreement, effective Jan 14, 2020.** Downey seconded the motion
- Keaton said that the **motion needs to be amended, to compensate for the change suggested by Mike, and made the motion as such. He was seconded** by Klemm.
- **The City Council voted on the amending motion, which was unanimously approved, and then the original motion, which was also unanimously approved.**
- Eldridge added that unfortunately, the City will also be charged additional PERS fees for employee Cheryl Spangler.
- Hitt noted that as Eldridge has pointed out earlier, that the employees don't get PERS benefits paid into their account from this, and the City doesn't even get this applied to our side account. Only the PERS general funds gets the PERS fees that are now charged for retired employees.

## THE MATTER OF PROCLAIMING JANUARY 26-FEB 1, 2020 AS SCHOOL CHOICE WEEK IN THE CITY OF HARRISBURG.

- **Mayor Duncan read the Proclamation aloud.** (The Proclamation was in the agenda packet, as well as being on the City website).

## THE MATTER OF APPROVING THE CONSENT LIST

- Downey **motioned to approve the Consent List and was seconded** by Keaton. The City Council then voted unanimously to approve the Consent List. The actions of the City Council approved the following:
  - The appointment of Anita McClure to the Library Board, for the remainder of a term ending June 30, 2020.
  - The Appointment of Jeremy Moritz and Roger Bristol to new 4-year terms on the Planning Commission, with both terms ending December 31, 2023.
  - The City Council Minutes for the October 22, 2019 Work Session.
  - The Payment Approval Report for December 2019.

## CITY ADMINISTRATOR VERBAL REPORT:

Knife River, 3<sup>rd</sup> Addendum Agreement: Hitt told the City Council that Council had just authorized it to an extent, and they are working on the restoration requirement required by the State of Oregon.

City Administrator Recruitment: Hitt noted that at the Personnel Committee meeting held on Jan 20, there were only two cities who are recruiting right now. One was from the City of Toledo, due Feb 2<sup>nd</sup>, with a suggested wage of \$90,000 to \$125,000, and for a population of 5,180. The other is Eagle Point, with a population of 9,000, with a suggested wage of \$105,000 to \$122,000. That may be a good starting point to talk about re-initiating the process for Harrisburg at the next work session.

Summer Sounds Concerts and Movies: Hitt said that rather than movies, his understanding is that they are not well attended, whereas summer concerts are. We don't need to decide this tonight, but we will be discussing it in the next week.

- Downey said that the problem with the movies, is that they start so late, because it doesn't get dark until really late at that time of year.

## OTHERS:

- Scholz said that hopefully at the next Council meeting, we will have the LaSalle Street Project, from 6<sup>th</sup> to 9<sup>th</sup> on the agenda. That's another street in which there will be a water line replacement, as part of that project. We will get approval of that before we go out to bid. He also talked to Jim Brewer today, about the water lines in general, since we are phasing them after these two projects. He wasn't sure if he needed to bring it to Council for approval, because we already received approval from the voters. He said not

necessarily, but we should do what Council wants. We will have several of those in the future, so in those future projects, we will talk about that.

- Caughey said we have two others now. By the way, on the water system map, there is a road called Kramer Way that is mentioned, and on our street maps, and on most maps, it shows as Sommerville Loop. Can we get a definitive agreement on the name?
- Scholz told him that Kramer is outside the City limits, and therefore outside our jurisdiction. If we annex property out there, and it comes into the city limits, then we can probably change it then.
- Caughey also said that he had concerns about the Reader Board. When there are five lines on the board, it's too small to read it, and he has concerns about people doing the legal speed trying to read it.
- Keaton agreed with Mike on that.
- Eldridge remarked that was sometimes hard, when someone had a minimum amount of information to share, and every word was necessary to convey the message.
- Downey said to tell people that there is a word limitation.
- Keaton commented that there will be a discussion about the Van Buren bridge outside of Corvallis, that affects everyone downstream of it, and he suggested anyone wanting to be involved, should be at the Cascades West Transportation meeting this Thursday, at the Corvallis Public Library from 4:30 to 6:30.
- Keaton then added that as the Chairperson of the Linn County Republican Party, there is a Meet & Greet scheduled this Saturday, the 25<sup>th</sup> at Grid Iron Pizza, from 2:30 to 5:00. There is free pizza (in limited quantities) that will be served. Several representatives will be there.

**With no further business, the meeting was adjourned at 9:02pm for the HRA Board Meeting to begin.**

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Mayor

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City Recorder

**TIMELINE OF CITY ACTIONS AFFECTING PROPERTY NOW KNOWN AS 770 & N776 N. 7<sup>TH</sup> STREET**

January 2006 – Property lien in the amount of \$28,371 (approved by Resolution # 857) placed on property to reimburse city for oversized improvements made over and above those required by the Harris Glen subdivision. Oversizing done to facilitate future development on subject property. Annual interest rate of 4% included with the Lien. Total current amt. of Lien c. \$49,130

March 2011 – City approved a delayed annexation (Ordinance # 895) of subject property (then two parcels). Annexation required to be finalized upon either “change of ownership of the properties or on March 1, 2021, whichever occurs first” It should be noted that ORS 222.750 (6) limits delayed annexations to not more than 10 years or, alternatively, the annexation property “becomes part of the city immediately upon transfer of ownership.” Ordinance also requires that “System Development Charges shall be due and payable, based on the amount of those charges at the time of payment, immediately upon a change of ownership. (It is not clear the extent of SDC fees envisioned)

April 2017 – City passes a motion to “extend the annexation until 2019 or until the buyer (Mr. Walter) received land use approval for the senior housing development”

June 2017 – Properties sold to Mr. Walter for \$125,000.

??? 2018 – Properties consolidated, (including disputed area known as Tract B) into one, 1.25 acres parcel, Map # 15S04W10CA -00200. Current RMV assigned by County - \$198,400.



**2019 Calendar Year Court Expenses**

Judge Blake's Salary	\$4,800.00
City Attorney	\$3,312.50
Supplies (Forms)	\$677.00
Misc	\$150.00
Majik Software	\$550.40
Total:	\$4,689.90

**2019 Calendar Year Collections**

(Payments) \$39,826.44

## HARRISBURG MUNICIPAL COURT

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19-C-0001	100	01/17/2019	1310060	ORDINANCE	Local
19-C-0014	100	01/06/2019	920030	ORDINANCE	Local
19-C-0022	203	02/13/2019	609060	VIOLATION	State
19-C-0032	100	03/01/2019	1310060	ORDINANCE	Local
19-C-0033	100	03/01/2019	505030	ORDINANCE	Local
19-C-0037	10	03/18/2019	609060	VIOLATION	State
19-C-0047	101	04/19/2019	1005150	ORDINANCE	Local
19-C-0083	100	06/24/2019	1880020	ORDINANCE	Local
19-C-0118	100	08/30/2019	1310060	ORDINANCE	Local
19-M-0035	100	03/09/2019	8111824	CRIMINAL	State
19-M-0051	7	05/19/2019	813010	CRIMINAL	State
19-M-0067	200	05/19/2019	813010	CRIMINAL	State
19-M-0069	100	06/08/2019	8111824	CRIMINAL	State
19-M-0084	100	06/09/2019	164805	CRIMINAL	State
19-M-0097	100	07/04/2019	813010	CRIMINAL	State
	500	07/04/2019	811140	CRIMINAL	State
19-M-0102	100	07/30/2019	164354	CRIMINAL	State
19-M-0103	100	08/04/2019	164045	CRIMINAL	State
19-M-0107	100	08/01/2019	813010	CRIMINAL	State
19-M-0109	100	08/14/2019	133076	CRIMINAL	State
19-M-0122	100	09/24/2019	8111824	CRIMINAL	State
19-M-0143	100	10/22/2019	162195	CRIMINAL	State
19-M-0149	100	11/13/2019	162195	CRIMINAL	State
19-P-0158	43	11/25/2019	811555	ORDINANCE	State
19-P-0163	13	12/14/2019	811555	ORDINANCE	State
19-P-0164	16	12/14/2019	811555	ORDINANCE	State
19-T-0002	100	01/13/2019	806010	MOVING VIOLATIONS	State
19-T-0003	1	01/18/2019	811175	MOVING VIOLATIONS	State
	4	01/18/2019	806010	MOVING VIOLATIONS	State
	7	01/18/2019	803220	NON-MOVING TRAFFIC	State
19-T-0004	100	01/13/2019	1120	MOVING VIOLATIONS	State
19-T-0005	100	01/18/2019	1120	MOVING VIOLATIONS	State
19-T-0006	1	01/18/2019	1120	MOVING VIOLATIONS	State
19-T-0007	1	01/18/2019	1120	MOVING VIOLATIONS	State
19-T-0008	1	01/18/2019	1120	MOVING VIOLATIONS	State
19-T-0009	1	01/18/2019	1120	MOVING VIOLATIONS	State
19-T-0010	1	01/18/2019	1120	MOVING VIOLATIONS	State
	4	01/18/2019	806012	NON-MOVING TRAFFIC	State
	7	01/18/2019	807010	MOVING VIOLATIONS	State
19-T-0011	1	01/18/2019	811175	MOVING VIOLATIONS	State
	4	01/18/2019	806012	NON-MOVING TRAFFIC	State
	1	01/18/2019	806010	MOVING VIOLATIONS	State
19-T-0012	1	01/18/2019	806010	MOVING VIOLATIONS	State
19-T-0013	1	01/18/2019	806010	MOVING VIOLATIONS	State
19-T-0014	1	02/13/2019	811175	MOVING VIOLATIONS	State
	4	02/13/2019	806010	MOVING VIOLATIONS	State
	7	02/13/2019	803300	VIOLATION	State
19-T-0015	1	01/25/2019	807010	MOVING VIOLATIONS	State
19-T-0016	1	01/25/2019	811175	MOVING VIOLATIONS	State
19-T-0017	1	02/04/2019	806012	NON-MOVING TRAFFIC	State
19-T-0018	1	02/04/2019	811175	MOVING VIOLATIONS	State
	4	02/04/2019	806010	MOVING VIOLATIONS	State
19-T-0019	1	02/21/2019	811111SZ	MOVING VIOLATIONS	State
19-T-0020	1	01/25/2019	811175	MOVING VIOLATIONS	State
	4	01/25/2019	806010	MOVING VIOLATIONS	State
	7	01/25/2019	803300	VIOLATION	State
	10	01/25/2019	803550	NON-MOVING TRAFFIC	State
19-T-0021	1	01/25/2019	806012	NON-MOVING TRAFFIC	State

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19-T-0074	31	06/08/2019	803455	NON-MOVING TRAFFIC	State
	34	06/08/2019	8111001	MOVING VIOLATIONS	State
19-T-0075	37	06/08/2019	811175	MOVING VIOLATIONS	State
19-T-0076	40	06/09/2019	803455	NON-MOVING TRAFFIC	State
19-T-0077	43	06/09/2019	8111002	MOVING VIOLATIONS	State
19-T-0078	46	06/12/2019	811175	MOVING VIOLATIONS	State
19-T-0079	49	06/13/2019	8111001	MOVING VIOLATIONS	State
19-T-0080	4	06/04/2019	8111001	MOVING VIOLATIONS	State
19-T-0081	10	06/04/2019	806012	NON-MOVING TRAFFIC	State
	13	06/04/2019	803550	NON-MOVING TRAFFIC	State
	115	06/04/2019	811175	MOVING VIOLATIONS	State
19-T-0082	16	06/07/2019	811175	MOVING VIOLATIONS	State
19-T-0085	10	06/18/2019	1120	MOVING VIOLATIONS	State
	13	06/18/2019	806012	NON-MOVING TRAFFIC	State
19-T-0086	16	06/18/2019	8111001	MOVING VIOLATIONS	State
19-T-0087	19	06/18/2019	811265	MOVING VIOLATIONS	State
19-T-0088	22	06/21/2019	8111001	MOVING VIOLATIONS	State
19-T-0089	25	06/23/2019	811175	MOVING VIOLATIONS	State
	28	06/23/2019	806010	MOVING VIOLATIONS	State
19-T-0090	31	06/23/2019	811175	MOVING VIOLATIONS	State
	34	06/23/2019	806010	MOVING VIOLATIONS	State
19-T-0091	37	06/23/2019	811145	MOVING VIOLATIONS	State
19-T-0092	40	06/23/2019	811175	MOVING VIOLATIONS	State
19-T-0093	4	06/17/2019	8111002	MOVING VIOLATIONS	State
19-T-0094	7	06/18/2019	806012	NON-MOVING TRAFFIC	State
19-T-0095	4	06/26/2019	803455	NON-MOVING TRAFFIC	State
19-T-0096	7	06/26/2019	811265	MOVING VIOLATIONS	State
19-T-0098	100	07/04/2019	811375	MOVING VIOLATIONS	State
19-T-0099	4	07/09/2019	811265	MOVING VIOLATIONS	State
19-T-0100	10	07/15/2019	806010	MOVING VIOLATIONS	State
	13	07/15/2019	803300	VIOLATION	State
	115	07/15/2019	811175	MOVING VIOLATIONS	State
19-T-0101	16	07/15/2019	393100	VIOLATION	State
19-T-0104	6	07/22/2019	811265	MOVING VIOLATIONS	State
19-T-0105	9	07/27/2019	806010	MOVING VIOLATIONS	State
	12	07/27/2019	807010	MOVING VIOLATIONS	State
19-T-0106	15	08/01/2019	811175	MOVING VIOLATIONS	State
	18	08/01/2019	806010	MOVING VIOLATIONS	State
19-T-0108	100	08/08/2019	8111001	MOVING VIOLATIONS	State
19-T-0110	14	08/17/2019	8111001	MOVING VIOLATIONS	State
19-T-0111	17	08/18/2019	811175	MOVING VIOLATIONS	State
	20	08/18/2019	806010	MOVING VIOLATIONS	State
19-T-0112	23	08/19/2019	811210	MOVING VIOLATIONS	State
19-T-0113	26	08/19/2019	811210	MOVING VIOLATIONS	State
19-T-0114	29	08/20/2019	811210	MOVING VIOLATIONS	State
	32	08/20/2019	806010	MOVING VIOLATIONS	State
19-T-0115	35	08/20/2019	811210	MOVING VIOLATIONS	State
19-T-0116	38	08/23/2019	811175	MOVING VIOLATIONS	State
	41	08/23/2019	806010	MOVING VIOLATIONS	State
	44	08/23/2019	803300	VIOLATION	State
19-T-0117	8	08/16/2019	811175	MOVING VIOLATIONS	State
	11	08/16/2019	806010	MOVING VIOLATIONS	State
19-T-0119	10	09/14/2019	806010	MOVING VIOLATIONS	State
19-T-0120	13	09/14/2019	1120	MOVING VIOLATIONS	State
19-T-0121	7	09/14/2019	1120	MOVING VIOLATIONS	State
	109	09/14/2019	807010	MOVING VIOLATIONS	State
19-T-0123	10	09/24/2019	813602	NON-MOVING TRAFFIC	State

HARRISBURG MUNICIPAL COURT

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20-T-0006	24	12/27/2019	811210	MOVING VIOLATIONS	State
20-T-0007	27	12/27/2019	811507	MOVING VIOLATIONS	State
	30	12/27/2019	811175	MOVING VIOLATIONS	State
20-T-0008	33	12/27/2019	8111001	MOVING VIOLATIONS	State
20-T-0009	36	12/27/2019	811210	MOVING VIOLATIONS	State
20-T-0010	39	12/18/2019	1120	MOVING VIOLATIONS	State
20-T-0011	42	12/30/2019	803455	NON-MOVING TRAFFIC	State

Grand Totals: 235

HARRISBURG MUNICIPAL COURT

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Code	Description	Count	Amount	GL Account
<b>Court Costs</b>				
AF	ATTORNEY FEE	26	240.93	
CF	COLLECTION FEE	42	878.03	
COSTS	COURT COSTS	30	208.11	
COURT FEE	CF	7	400.00	
DIFF-ADJUD	DIFF ADJUDICATION	6	735.00	
DMV-DIV	DMV DIVERSION	30	4,195.00	
FTA	FAILED TO APPEAR	2	3.35	
LPF	LATE PAYMENT FEE	138	294.64	
NSFFEE	NSF - FEE	4	2.07	
PA	PAYMENT ARRANGEMENT- FEE	78	404.37	
PF	PROBATION FEE	15	181.83	
PV	PAROLE VIOLATION FEE	11	26.30	
SCF	SHOW CAUSE FEE	199	666.31	
SUSP	SUSPENSION FEE	80	327.86	
SUSPFTA	DL SUSPENDED FOR FTA	1	15.00	
WF	WARRANT FEE	166	1,664.32	
Total Court Costs:		835	10,243.12	
<b>Fines</b>				
AMD	CHARGE AMENDED	6	608.05	
DISM	CHARGE DISMISSED	8	873.00	
DIV	DIVERSION AGREEMENT	1	200.00	
FINE	FINE ASSESSED	41	1,760.94	
GBD	GUILTY BY DEFAULT	45	5,585.87	
GUILTY	FOUND GUILTY	182	11,077.42	
GUILTY NT	FOUND GUILTY	36	3,448.37	
Total Fines:		319	23,553.75	
<b>Surcharges</b>				
COUNTY	COUNTY ASSESSMENT	105	1,105.78	
DIV STATE	STATE ASSESSMENT	2	340.00	
STATE	STATE ASSESSMENT	139	4,213.79	
STATE-DUII	SAD	2	150.00	
Total Surcharges:		248	5,809.57	
<b>Third Party</b>				
REST	VICTIM RESTITUTION	4	220.00	
Total Third Party:		4	220.00	
Grand Totals:		1,406	39,826.44	

HARRISBURG MUNICIPAL COURT

Collections Report - Monthly Summary  
Report Dates: 01/01/2018 - 12/31/2018Page  
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Code	Description	Count	Amount	GL Account
<b>Court Costs</b>				
AF	ATTORNEY FEE	46	333.04	
CF	COLLECTION FEE	80	554.41	
COSTS	COURT COSTS	62	830.26	
FTA	FAILED TO APPEAR	7	100.00	
LPF	LATE PAYMENT FEE	84	192.26	
PA	PAYMENT ARRANGEMENT - FEE	48	33.53	
PF	PROBATION FEE	26	69.44	
PV	PAROLE VIOLATION FEE	34	36.84	
SCF	SHOW CAUSE FEE	158	720.27	
SUSP	SUSPENSION FEE	70	339.89	
WF	WARRANT FEE	233	2,395.22	
Total Court Costs:		848	5,605.16	
<b>Fines</b>				
AMD	CHARGE AMENDED	5	725.00	
DIV	DIVERSION AGREEMENT	1	75.00	
FINE	FINE ASSESSED	62	2,434.13	
GBD	GUILTY BY DEFAULT	11	1,444.40	
GUILTY	FOUND GUILTY	85	6,413.76	
GUILTY NT	FOUND GUILTY	27	3,906.14	
Total Fines:		191	14,998.43	
<b>Surcharges</b>				
COUNTY	COUNTY ASSESSMENT	76	330.81	
STATE	STATE ASSESSMENT	97	1,025.47	
Total Surcharges:		173	1,356.28	
Grand Totals:		1,212	21,959.87	

HARRISBURG MUNICIPAL COURT

Collections Report - Monthly Summary  
Report Dates: 01/01/2017 - 12/31/2017

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Code	Description	Count	Amount	GL Account
<b>Court Costs</b>				
AF	ATTORNEY FEE	34	354.47	
CF	COLLECTION FEE	93	1,039.35	
COSTS	COURT COSTS	84	500.73	
FTA	FAILED TO APPEAR	8	37.14	
LPF	LATE PAYMENT FEE	8	31.28	
PA	PAYMENT ARRANGEMENT- FEE	49	40.53	
PF	PROBATION FEE	26	136.87	
PV	PAROLE VIOLATION FEE	23	34.46	
SCF	SHOW CAUSE FEE	24	122.08	
SUSP	SUSPENSION FEE	17	66.03	
WF	WARRANT FEE	139	1,965.16	
Total Court Costs:		505	4,328.10	
<b>Fines</b>				
BF	BAIL FORFEITURE	1	50.00	
DIV	DIVERSION AGREEMENT	9	405.00	
FINE	FINE ASSESSED	138	6,085.79	
FORF	FORFEITED	1	50.00	
GBD	GUILTY BY DEFAULT	3	314.00	
GUILTY	FOUND GUILTY	31	2,839.19	
GUILTY NT	FOUND GUILTY	1	145.80	
SENT	SENTENCED	1	10.00	
Total Fines:		185	9,899.78	
<b>Surcharges</b>				
COUNTY	COUNTY ASSESSMENT	64	276.67	
STATE	STATE ASSESSMENT	79	969.25	
Total Surcharges:		143	1,245.92	
Grand Totals:		833	15,473.80	

HARRISBURG MUNICIPAL COURT

Collections Report - Monthly Summary  
Report Dates: 01/01/2016 - 12/31/2016

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Code	Description	Count	Amount	GL Account
<b>Court Costs</b>				
AF	ATTORNEY FEE	20	329.48	
CF	COLLECTION FEE	34	347.83	
COSTS	COURT COSTS	66	393.61	
FTA	FAILED TO APPEAR	15	20.31	
PA	PAYMENT ARRANGEMENT- FEE	21	56.47	
PF	PROBATION FEE	18	284.48	
PV	PAROLE VIOLATION FEE	20	21.80	
SUSP	SUSPENSION FEE	3	3.88	
WF	WARRANT FEE	86	737.25	
Total Court Costs:		283	2,175.11	
<b>Fines</b>				
DIV	DIVERSION AGREEMENT	1	24.00	
FINE	FINE ASSESSED	68	2,740.88	
GUILTY	FOUND GUILTY	7	508.00	
GUILTY NT	FOUND GUILTY	3	235.00	
Total Fines:		79	3,507.88	
<b>Surcharges</b>				
COUNTY	COUNTY ASSESSMENT	40	250.76	
STATE	STATE ASSESSMENT	61	1,205.25	
Total Surcharges:		101	1,456.01	
<b>Third Party</b>				
REST	VICTIM RESTITUTION	2	222.00	
Total Third Party:		2	222.00	
Grand Totals:		465	7,381.00	



## Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
<b>1573</b>						
1573	All Seasons Equipment	264799	Rental Equipment	01/31/2020	25.02	11-45-2100
1573	All Seasons Equipment	264799	Rental Equipment	01/31/2020	29.19	51-73-2100
1573	All Seasons Equipment	264799	Rental Equipment	01/31/2020	29.19	52-73-2100
Total 1573:					83.40	
<b>1575</b>						
1575	American Water Works Associatio	7001735878	Membership Fee	02/28/2020	183.00	51-76-2000
1575	American Water Works Associatio	7001735878	Membership Fee	02/28/2020	183.00	52-76-2000
Total 1575:					366.00	
<b>1206</b>						
1206	Analytical Lab & Consultants	123334	Water Testing	01/31/2020	252.00	52-65-4200
1206	Analytical Lab & Consultants	123633	Water Testing	01/31/2020	183.00	51-65-4200
1206	Analytical Lab & Consultants	123802	Water Testing	01/31/2020	237.00	52-65-4200
Total 1206:					672.00	
<b>1836</b>						
1836	Audit Division	FY 2018-2019	Division of audits Payment	01/31/2020	250.00	10-41-2100
Total 1836:					250.00	
<b>3200</b>						
3200	Barnes & Noble, Inc.	3959043	Books	01/31/2020	58.00	24-60-2000
3200	Barnes & Noble, Inc.	3959044	Books	01/31/2020	15.63	24-60-2000
3200	Barnes & Noble, Inc.	3962705	Books	02/18/2020	462.11	24-60-2000
Total 3200:					535.74	
<b>3693</b>						
3693	Branch Engineering Inc	00013679	Engineering Services	01/31/2020	980.00	51-78-8015
3693	Branch Engineering Inc	00013684	Engineering Services	01/31/2020	805.00	11-42-2100
3693	Branch Engineering Inc	00013685	Engineering Services	01/31/2020	5,014.50	10-41-4000
3693	Branch Engineering Inc	00013686	Engineering Services	01/31/2020	2,172.50	51-78-8015
3693	Branch Engineering Inc	00013689	Engineering Services	01/31/2020	10,643.75	51-78-8015
Total 3693:					19,615.75	
<b>2549</b>						
2549	Cascade Columbia Distribution	769316	Misc. P/W Expense	01/31/2020	1,290.40	52-65-4000
2549	Cascade Columbia Distribution	770320	Misc. P/W Expense	01/31/2020	1,290.40	52-65-4000
2549	Cascade Columbia Distribution	771344	Misc. P/W Expense	02/28/2020	1,290.40	52-65-4000
Total 2549:					3,871.20	
<b>3407</b>						
3407	Cascade Health Solutions	221201	CDL Consortium Requirements	02/28/2020	115.00	51-76-2500
3407	Cascade Health Solutions	221201	CDL Consortium Requirements	02/28/2020	115.00	52-76-2500

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
Total 3407:					230.00	
<b>3773</b>						
3773	CenturyLink	JAN 2020	Phone Bill	01/31/2020	44.30	52-65-3500
3773	CenturyLink	JAN 2020	Phone Bill	01/31/2020	45.95	52-65-3500
3773	CenturyLink	JAN 2020	Phone Bill	01/31/2020	45.29	51-65-3500
3773	CenturyLink	JAN 2020	Phone Bill	01/31/2020	41.84	51-65-3500
3773	CenturyLink	JAN 2020	Phone Bill	01/31/2020	45.95	52-65-3500
3773	CenturyLink	JAN 2020	Phone Bill	01/31/2020	43.64	52-65-3500
3773	CenturyLink	JAN 2020	Phone Bill	01/31/2020	45.95	52-65-3500
3773	CenturyLink	JAN 2020	Phone Bill	01/31/2020	41.84	10-69-3500
3773	CenturyLink	JAN 2020	Phone Bill	01/31/2020	44.30	52-65-3500
3773	CenturyLink	JAN 2020 LD	Phone Bill	01/31/2020	.30	10-69-3500
Total 3773:					399.36	
<b>2939</b>						
2939	Cobalt Computer Services, Inc.	17401	Computer Service	01/31/2020	79.80	40-65-8015
2939	Cobalt Computer Services, Inc.	17492	Computer Service	01/31/2020	156.25	40-65-8015
Total 2939:					236.05	
<b>3348</b>						
3348	Code Publishing, Inc.	66083	Codification Update	02/28/2020	157.50	10-60-2900
Total 3348:					157.50	
<b>2720</b>						
2720	Comcast	JAN 2020	Internet Service	01/31/2020	155.13	10-60-2000
2720	Comcast	JAN 2020 P/W	Internet Service	01/31/2020	74.17	51-65-3550
2720	Comcast	JAN 2020 P/W	Internet Service	01/31/2020	74.18	52-65-3550
Total 2720:					303.48	
<b>1210</b>						
1210	Conser Quarry Company	44444	Gravel	01/31/2020	549.19	51-65-2400
1210	Conser Quarry Company	44473	Gravel	01/31/2020	218.17	52-65-2400
1210	Conser Quarry Company	44496	Gravel	01/31/2020	548.54	52-65-2400
Total 1210:					1,315.90	
<b>3681</b>						
3681	Daily Journal of Commerce	744586016	Bid Advertising	01/31/2020	355.74	51-78-8015
Total 3681:					355.74	
<b>3824</b>						
3824	Demco Inc	6750756	Library Supplies	01/31/2020	93.25	24-60-2800
Total 3824:					93.25	
<b>1998</b>						
1998	Diamond Lake Books	58101	Books	01/31/2020	263.34	24-60-2000
Total 1998:					263.34	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
<b>2282</b>						
2282	EARTH20	671211	Bottled Water	01/31/2020	30.60	10-53-2200
2282	EARTH20	671211	Bottled Water	01/31/2020	2.49	10-53-2200
2282	EARTH20	671211	Bottled Water	01/31/2020	4.00	10-53-2200
2282	EARTH20	779935	Bottled Water	01/31/2020	25.50	10-53-2200
2282	EARTH20	779935	Bottled Water	01/31/2020	2.49	10-53-2200
2282	EARTH20	889315	Bottled Water	01/31/2020	4.00	10-53-2200
Total 2282:					69.08	
<b>1946</b>						
1946	Ferguson Waterworks	0842602	P/W Misc. Expense	01/31/2020	178.30	51-65-4600
Total 1946:					178.30	
<b>3697</b>						
3697	Fewel, Brewer & Coulombe	101621	Attorney Fees	01/31/2020	1,137.50	10-42-2500
3697	Fewel, Brewer & Coulombe	101642	Attorney Fees	01/31/2020	37.50	10-42-2500
3697	Fewel, Brewer & Coulombe	101676	Attorney Fees	02/18/2020	177.50	10-42-2500
3697	Fewel, Brewer & Coulombe	101677	Attorney Fees	02/18/2020	250.00	10-42-2500
Total 3697:					1,602.50	
<b>3620</b>						
3620	Gardner Media, LLC	10-3309	Books	01/31/2020	156.72	24-60-2000
Total 3620:					156.72	
<b>1218</b>						
1218	Grainger	9412458722	Misc. P/W Supplies	01/31/2020	127.05	10-72-4000
1218	Grainger	9419908950	Misc. P/W Supplies	01/31/2020	11.25	51-65-3300
1218	Grainger	9419908950	Misc. P/W Supplies	01/31/2020	11.25	52-65-3300
1218	Grainger	9426541216	Misc. P/W Supplies	01/31/2020	988.10	52-65-4150
1218	Grainger	9427805818	Misc. P/W Supplies	01/31/2020	165.91	52-65-5400
1218	Grainger	9427941613	Misc. P/W Supplies	01/31/2020	379.54	10-72-4000
Total 1218:					1,683.10	
<b>3900</b>						
3900	Hawkins Delafield & Wood LLP	DEC 2019	Bond Counsel	12/31/2019	304.50	10-53-2200
Total 3900:					304.50	
<b>1220</b>						
1220	Hurd's Custom Machinery, Inc.	24214	Public Works Supplies	01/31/2020	145.68	10-72-6700
1220	Hurd's Custom Machinery, Inc.	24384	Public Works Supplies	01/31/2020	22.25	51-65-2500
1220	Hurd's Custom Machinery, Inc.	24529	Public Works Supplies	01/31/2020	19.48	10-72-4000
Total 1220:					187.41	
<b>1101</b>						
1101	Ingram Library Services	43748270	Library books	01/31/2020	34.11	24-60-2000
1101	Ingram Library Services	43748271	Library books	01/31/2020	15.95	24-60-2000
1101	Ingram Library Services	43748272	Library books	01/31/2020	44.70	24-60-2000
1101	Ingram Library Services	43823607	Library books	02/18/2020	3.58	24-60-2000
1101	Ingram Library Services	43823608	Library books	02/18/2020	578.41	24-60-2000
1101	Ingram Library Services	43839711	Library books	02/18/2020	21.41	24-60-2000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
1101	Ingram Library Services	43839712	Library books	02/18/2020	61.49	24-60-2000
1101	Ingram Library Services	43962501	Library books	02/28/2020	49.11	24-60-2000
Total 1101:					808.76	
<b>1221</b>						
1221	Jerry's Home Improvement	11796	Misc Public Works Supplies	01/31/2020	57.92	10-72-4000
1221	Jerry's Home Improvement	12956	Misc Public Works Supplies	01/31/2020	67.26	10-72-4000
Total 1221:					125.18	
<b>3683</b>						
3683	Keybank N.A.	FEB 2020	Misc Credit Card Charges	02/28/2020	226.85	51-76-2300
3683	Keybank N.A.	FEB 2020	Misc Credit Card Charges	02/28/2020	226.86	52-76-2300
3683	Keybank N.A.	FEB 2020	Misc Credit Card Charges	02/28/2020	39.47	52-65-2400
3683	Keybank N.A.	FEB 2020	Misc Credit Card Charges	02/28/2020	695.00	10-72-4000
3683	Keybank N.A.	FEB 2020	Misc Credit Card Charges	02/28/2020	4.28	51-65-4600
3683	Keybank N.A.	FEB 2020	Misc Credit Card Charges	02/28/2020	4.29	52-65-4600
3683	Keybank N.A.	FEB 2020	Misc Credit Card Charges	02/28/2020	37.98	10-72-4000
3683	Keybank N.A.	FEB 2020	Misc Credit Card Charges	02/28/2020	4.75	10-60-2400
3683	Keybank N.A.	JAN 2020	Misc Credit Card Charges	01/31/2020	75.00	10-63-2000
3683	Keybank N.A.	JAN 2020	Misc Credit Card Charges	01/31/2020	150.00	10-63-2000
3683	Keybank N.A.	JAN 2020	Misc Credit Card Charges	01/31/2020	16.00	10-53-2200
3683	Keybank N.A.	JAN 2020	Misc Credit Card Charges	01/31/2020	75.00	10-63-2100
3683	Keybank N.A.	JAN 2020	Misc Credit Card Charges	01/31/2020	13.77	24-60-3050
3683	Keybank N.A.	JAN 2020	Misc Credit Card Charges	01/31/2020	39.98	24-60-3050
3683	Keybank N.A.	JAN 2020	Misc Credit Card Charges	01/31/2020	37.46	24-60-2000
3683	Keybank N.A.	JAN 2020	Misc Credit Card Charges	01/31/2020	4.65	10-60-2400
3683	Keybank N.A.	JAN 2020	Misc Credit Card Charges	01/31/2020	26.99	24-60-2000
3683	Keybank N.A.	JAN 2020 B	Misc Credit Card Charges	01/31/2020	75.00	10-63-2000
3683	Keybank N.A.	JAN 2020 B	Misc Credit Card Charges	01/31/2020	150.00	10-63-2000
3683	Keybank N.A.	JAN 2020 B	Misc Credit Card Charges	01/31/2020	16.00	10-53-2200
3683	Keybank N.A.	JAN 2020 B	Misc Credit Card Charges	01/31/2020	75.00	10-63-2100
3683	Keybank N.A.	JAN 2020 B	Misc Credit Card Charges	01/31/2020	39.98	24-60-3050
3683	Keybank N.A.	JAN 2020 B	Misc Credit Card Charges	01/31/2020	13.77	24-60-3050
3683	Keybank N.A.	JAN 2020 B	Misc Credit Card Charges	01/31/2020	37.46	24-60-2000
3683	Keybank N.A.	JAN 2020 B	Misc Credit Card Charges	01/31/2020	4.65	24-60-2400
3683	Keybank N.A.	JAN 2020 B	Misc Credit Card Charges	01/31/2020	26.99	24-60-2000
Total 3683:					2,117.18	
<b>3770</b>						
3770	Keyhole Locksmith, The	83568	Misc P/W Exp	01/31/2020	113.00	10-72-4000
Total 3770:					113.00	
<b>3883</b>						
3883	Knox Ag Irrigaion, Inc	1472	Misc P/W Exp	01/31/2020	135.00	52-65-4600
3883	Knox Ag Irrigaion, Inc	1473	Misc P/W Exp	01/31/2020	124.50	52-65-4600
3883	Knox Ag Irrigaion, Inc	1476	Misc P/W Exp	01/31/2020	30.00	52-65-4600
3883	Knox Ag Irrigaion, Inc	1477	Misc P/W Exp	01/31/2020	75.00	52-65-4600
Total 3883:					364.50	
<b>1014</b>						
1014	League of Oregon Cities	7863	Class	02/28/2020	150.00	10-63-2000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
Total 1014:					150.00	
<b>1225</b>						
1225	Linn County Building Dept.	JAN 2020	Building Permit Fees	01/31/2020	2,751.06	10-50-2000
Total 1225:					2,751.06	
<b>3819</b>						
3819	Linn County Treasurer	JAN 2020	Court Revenue Payout	01/31/2020	154.02	10-42-2200
Total 3819:					154.02	
<b>1077</b>						
1077	Michele Eldridge	FEB 2020	Per Diem	02/18/2020	38.00	10-63-2200
Total 1077:					38.00	
<b>3292</b>						
3292	Mid-Valley Tractor	42783	Misc P/W Exp	02/28/2020	73.95	11-45-2100
3292	Mid-Valley Tractor	42783	Misc P/W Exp	02/28/2020	86.27	51-73-2100
3292	Mid-Valley Tractor	42783	Misc P/W Exp	02/28/2020	86.28	52-73-2100
Total 3292:					246.50	
<b>3710</b>						
3710	Miscellaneous Expense	FEB 2020	Per Diem	02/18/2020	10.00	10-63-2200
Total 3710:					10.00	
<b>3894</b>						
3894	Mitel	33283060	Phone Bill	02/07/2020	112.16	10-69-3500
3894	Mitel	33283060	Phone Bill	02/07/2020	112.16	51-65-3500
3894	Mitel	33283060	Phone Bill	02/07/2020	112.16	52-65-3500
3894	Mitel	33283060	Phone Bill	02/07/2020	31.50	24-60-2500
Total 3894:					367.98	
<b>3873</b>						
3873	NAPA Auto Parts	600417	Misc P/W Exp	01/31/2020	10.37	11-45-2100
3873	NAPA Auto Parts	600417	Misc P/W Exp	01/31/2020	12.10	51-73-2100
3873	NAPA Auto Parts	600417	Misc P/W Exp	01/31/2020	12.10	52-73-2100
3873	NAPA Auto Parts	600657	Misc P/W Exp	01/31/2020	43.02	11-45-2100
3873	NAPA Auto Parts	600657	Misc P/W Exp	01/31/2020	50.19	51-73-2100
3873	NAPA Auto Parts	600657	Misc P/W Exp	01/31/2020	50.20	52-73-2100
Total 3873:					177.98	
<b>2644</b>						
2644	Net Assets	54-202001	Lien Searches	01/31/2020	112.00	10-53-2250
Total 2644:					112.00	
<b>1962</b>						
1962	NW Electrical Construction	4727	PW Misc. Expense	01/31/2020	749.22	52-65-2400
1962	NW Electrical Construction	4727	PW Misc. Expense	01/31/2020	634.57	51-65-2400
1962	NW Electrical Construction	4727	PW Misc. Expense	01/31/2020	360.00	10-72-4000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
Total 1962:					1,743.79	
<b>1102</b>						
1102	NW Natural Gas Co.	FEB 2020	Utilities	02/18/2020	368.58	51-65-2700
1102	NW Natural Gas Co.	FEB 2020	Utilities	02/18/2020	48.73	10-69-2000
1102	NW Natural Gas Co.	FEB 2020 PUM	Utilities	02/18/2020	24.24	51-65-2700
1102	NW Natural Gas Co.	FEB 2020 PUM	Utilities	02/18/2020	24.24	52-65-2700
Total 1102:					465.79	
<b>1952</b>						
1952	OAWU	28410	Certification	02/28/2020	285.00	51-76-2000
1952	OAWU	28410	Certification	02/28/2020	285.00	52-76-2000
1952	OAWU	28441	Certification	02/28/2020	142.50	51-76-2000
1952	OAWU	28441	Certification	02/28/2020	142.50	52-76-2000
Total 1952:					855.00	
<b>2066</b>						
2066	OGFOA	SPRING 2020	Finance Officer Conference	02/07/2020	315.00	10-63-2000
Total 2066:					315.00	
<b>1033</b>						
1033	Oregon Department of Revenue	DEC 2019 B	Court Revenue Payout	12/31/2019	50.00	10-42-2200
1033	Oregon Department of Revenue	JAN 2020	Court Revenue Payout	01/31/2020	728.15	10-42-2200
Total 1033:					778.15	
<b>1862</b>						
1862	Oregon DMV	41686912	Record Inquiry	01/31/2020	.35	10-42-2800
Total 1862:					.35	
<b>1079</b>						
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	80.06	52-65-2600
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	19.23	10-69-3500
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	303.38	10-69-3500
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	1.83	10-69-3500
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	30.81	10-69-3500
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	65.52	10-69-3500
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	134.77	10-69-3500
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	908.06	10-69-3500
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	69.99	52-65-2600
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	143.63	52-65-2600
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	1,745.99	52-65-2600
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	73.44	52-65-2600
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	22.60	52-65-2600
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	38.36	52-65-2600
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	35.29	10-72-6700
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	215.97	25-65-2500
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	26.61	25-65-2500
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	71.22	25-65-2500
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	136.01	10-69-3000
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	87.58	10-69-3000
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	43.21	10-69-3000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	588.00	10-69-3000
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	72.00	10-69-3000
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	1,157.59	10-69-3000
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	63.26	10-69-3000
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	119.11	10-69-3000
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	274.25	10-69-3000
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	18.25	10-69-3000
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	167.07	10-69-3000
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	33.30	11-44-2000
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	3,089.06	51-65-2600
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	996.59	51-65-2600
1079	Pacific Power & Light Company	JAN 2020	UTILITIES	01/31/2020	141.95	51-65-2600
Total 1079:					10,973.99	
<b>1814</b>						
1814	Peterson CAT	PC510043339	Public Works Supplies	01/31/2020	12.79-	11-45-2100
1814	Peterson CAT	PC510043339	Public Works Supplies	01/31/2020	14.92-	51-73-2100
1814	Peterson CAT	PC510043339	Public Works Supplies	01/31/2020	14.92-	52-73-2100
1814	Peterson CAT	PC510279214	Public Works Supplies	01/31/2020	34.26	11-45-2100
1814	Peterson CAT	PC510279214	Public Works Supplies	01/31/2020	39.97	51-73-2100
1814	Peterson CAT	PC510279214	Public Works Supplies	01/31/2020	39.97	52-73-2100
Total 1814:					71.57	
<b>3777</b>						
3777	Rodda Paint Company	25023309	Paint	01/31/2020	38.68	10-72-4000
Total 3777:					38.68	
<b>2927</b>						
2927	Staples Business Advantage	3437551505	Office Supplies	01/31/2020	61.20	10-60-2300
2927	Staples Business Advantage	3437551505	Office Supplies	01/31/2020	61.19	51-74-2400
2927	Staples Business Advantage	3437551505	Office Supplies	01/31/2020	61.19	52-74-2400
2927	Staples Business Advantage	3437551506	Office Supplies	01/31/2020	12.58	10-60-2300
2927	Staples Business Advantage	3438509379	Office Supplies	02/28/2020	16.36	10-60-2300
2927	Staples Business Advantage	3438509380	Office Supplies	02/28/2020	9.35	10-60-2300
2927	Staples Business Advantage	3438509380	Office Supplies	02/28/2020	9.35	51-74-2400
2927	Staples Business Advantage	3438509380	Office Supplies	02/28/2020	9.34	52-74-2400
Total 2927:					240.56	
<b>1144</b>						
1144	Suzan Jackson	189	Janitor Services	02/29/2020	599.17	10-72-4100
1144	Suzan Jackson	189	Janitor Services	02/29/2020	375.83	10-72-4100
Total 1144:					975.00	
<b>1023</b>						
1023	Traffic Safety Supply Co., Inc	INV023515	Misc P/W Exp	02/28/2020	2,265.19	11-43-2000
Total 1023:					2,265.19	
<b>3663</b>						
3663	Water & Sewer Account Refunds	#364.02 B	Utility Billing Overpayment	02/18/2020	128.52	01-1075
3663	Water & Sewer Account Refunds	#533.11	Utility Billing Overpayment	02/28/2020	64.12	01-1075
3663	Water & Sewer Account Refunds	#919.02	Utility Billing Overpayment	02/28/2020	14.30	01-1075

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
3663	Water & Sewer Account Refunds	#97.04 B	Utility Billing Overpayment	02/28/2020	1.49	01-1075
Total 3663:					208.43	
<b>1239</b>						
1239	WECO	CP-00099861	PW Gas Exp	01/31/2020	404.98	11-45-2000
1239	WECO	CP-00099861	PW Gas Exp	01/31/2020	472.48	51-73-2000
1239	WECO	CP-00099861	PW Gas Exp	01/31/2020	472.48	52-73-2000
Total 1239:					1,349.94	
<b>3879</b>						
3879	Wilson Equipment, LLC	02-32807	Misc P/W Expense	01/31/2020	46.74	11-45-2100
3879	Wilson Equipment, LLC	02-32807	Misc P/W Expense	01/31/2020	54.53	51-73-2100
3879	Wilson Equipment, LLC	02-32807	Misc P/W Expense	01/31/2020	54.52	52-73-2100
3879	Wilson Equipment, LLC	02-33743	Misc P/W Expense	02/28/2020	113.00	11-45-2100
3879	Wilson Equipment, LLC	02-33743	Misc P/W Expense	02/28/2020	131.84	51-73-2100
3879	Wilson Equipment, LLC	02-33743	Misc P/W Expense	02/28/2020	131.83	52-73-2100
Total 3879:					532.46	
Grand Totals:					61,280.38	

## Payment Approval Report

### Expense Account Key

	Fund Number	G.L. Acct Number
General Fund	10	10-XX-XXXX
Street Fund	11	11-XX-XXXX
CED Fund	23	23-XX-XXXX
Library Fund	24	24-XX-XXXX
Storm Fund	25	25-XX-XXXX
Office Equipment Fund	40	40-XX-XXXX
Equipment Fund	41	41-XX-XXXX
Water Fund	51	51-XX-XXXX
Sewer Fund	52	52-XX-XXXX
Sewer Reserve Fund		56-XX-XXXX





## Planning Commission Meeting Minutes February 18, 2020

The Harrisburg Planning Commission met on this date at the Harrisburg Municipal Center, at the hour of 7:00pm. Presiding was Pro-Tem Rhonda Giles. Also present were Commissioners Jeremy Moritz, Kurt Kayner, Kent Wullenwaber, and Youth Advisor Quinton Sheridan. Also present were Contract Planner Jordan Cogburn, and City Recorder/Assistant City Administrator Michele Eldridge. Absent were Chairperson Todd Culver, Vice-Chair Roger Bristol, and Commissioner David Smid.

**CALL TO ORDER AND ROLL CALL:** Because both the Chairperson, and Vice-Chair were absent, Rhonda Giles became the Pro-Tem Chairperson, by unanimous consent of Planning Commissioners present.

**CONCERNED CITIZEN(S) IN THE AUDIENCE.** All present were for items on the agenda.

### **NOMINATIONS FOR THE 2020 CHAIRPERSON AND VICE-CHAIRPERSON**

- Kayner **motioned to appoint Todd Culver to be the 2020 Chairperson. He was seconded** by Wullenwaber, and the **Planning Commission voted unanimously to approve the appointment of Todd Culver to be the 2020 Planning Commission Chairperson**
- Wullenwaber **then motioned to nominate Rhonda Giles to the Vice-Chair position and was seconded** by Kayner. The **Planning Commission then voted unanimously to approve the appointment of Rhonda Giles as the 2020 Planning Commissioner Vice-Chairperson.**

### **APPROVAL OF MINUTES**

- Wullenwaber **motioned to approve the minutes and was seconded** by Kayner. The **Planning Commission then voted unanimously to approve the Minutes from November 19, 2019.**

**LaSalle Crossing Apartment LLC Site Plan Review (LU 417)**

**Pro-Tem Rhonda Giles read aloud the order of proceedings, and the procedures to ask for a continuance, or to leave the record open.**

**At the hour of 7:05PM, the Public Hearing was opened.**

**Giles asked if there were any Conflicts of Interest, or Ex Parte contacts. There were none declared; she then asked if there were any rebuttals of such. There were none.**

**Giles then read aloud the criteria that were relied upon for this land use hearing and noted additional copies of criteria near the door. She also directed the audience of how they would need to direct testimony towards the applicable criteria, and how an appeal could be made.**

**Staff Report:** Cogburn noted that this site plan for 700 LaSalle St is on property that is zoned R-2 and was an expansion of the LaSalle St. apartments. The complex would result in 20 new residential units; and the property is 3.7 acres in size. A recent replat added in 1.7 acres to what was previously there. There is existing access onto 6<sup>th</sup> St., and LaSalle St, from the fully developed apartments already on the project site. The applicant has met minimum parking requirements, but he would like to note specifically that there is a discrepancy between the site plan, and the civil utilities plan. The correct parking is shown on the civil engineering site plan. There was some concern expressed by the City Engineer, from Branch Engineering, in relation to the storm drainage. A storm drainage plan will be required prior to the issuance of the building permit and is one of the conditions. Otherwise, the security measures, and protecting the general public from injury, has been adequately addressed. Staff recommends approval of this land use request.

- Moritz asked about clarification on item no. 4 on pages 12 and 13.
- Cogburn read aloud the Condition of Approval No. 3, "Prior to the issuance of a building permit, the applicant is required to submit a stormwater drainage plan providing sufficient evidence to support adequate-drainage from the newly impervious areas, including structures and parking areas.
- Moritz asked where the standing water would be?
- Cogburn said that there are no surface drains shown on this plan, therefore, we are requiring them.
- Kayner thought it sounds like you caught that.
- Cogburn said that actually, it was the City Engineer who caught that.

**Applicant Presentation:**

- Jamie Paddock, who will be the general contractor on this project, introduced himself, and the architect, Jonathan Stafford. The site managers are also here this evening; they are here to answer any questions that he can't.
- Stafford had no complaints about the staff report.
- Moritz asked if there were going to be more in the future than these 4 complexes?

- Paddock told him no. They will build this in two phases; two of the buildings will be constructed immediately this summer, but the others will be in the future.
- Moritz asked if there was any more space on the property, or was it maxing out?
- Paddock told him it wasn't.
- Moritz then asked if the property could only hold these 4 units, or could more possibly go in in the future?
- Paddock didn't think that they were planning on that, because the owners want open space.
- Moritz commented that you are building this in such a way that you could add more units, and he wanted to make sure that they were certain of this configuration, so that they don't limit themselves.
- Paddock said that he supposed that there could be a chance in the future, if they decided to do that.

**Giles asked for public testimony in favor of the land use request, then in opposition, as well as those that were neutral. Despite a number of people in the room, there were none expressed, and no rebuttals of such.**

**At the hour of 7:16pm, the Public Hearing was closed.**

- Cogburn asked when the original apartments were built?
- Paddock told him it was about 20 years ago. When asked if he had read through the Conditions of Approval, he stated that he was aware of them. It's mainly having to do with storm water, and the drainage on the property, and making sure they used the civil engineering parking plan.
- Kayner then **motioned to Approve the LaSalle Crossing Apartment LLC Site Plan Review, (LU 417-2020), Subject to the Conditions of Approval. He was seconded** by Wullenwaber. **The Planning Commission then voted unanimously to approve the site plan review for the LaSalle Crossing Apartment LLC.**

#### **Freeman Variance and Historic Alteration Permit Application (LU 411 & LU 416)**

**Pro-Tem Rhonda Giles read aloud the order of proceedings, and the procedures to ask for a continuance, or to leave the record open.**

**At the hour of 7:25PM, the Public Hearing was opened.**

**Giles asked if there were any Conflicts of Interest, or Ex Parte contacts. There were none declared; she then asked if there were any rebuttals of such. There were none.**

**Giles then read aloud the criteria that were relied upon for this land use hearing and noted additional copies of criteria near the door. She also directed the audience of how they would need to direct testimony towards the applicable criteria, and how an appeal could be made.**

**Staff Report:** Cogburn noted that this is a Historic Alteration Permit and subsequent Variance request, for the property located at 190 Smith St. The property is currently zoned C-1 as well as H-1, and is also known as the IOOF (International Order of Oddfellows) building, which is also a historic structure on the main historic list, which is used as a standard against other historic properties in town. The applicant would like to change the Façade structure, to allow parking inside the structure. The City has no proof that this was used for this reason in the history of the building. It does create some concern for him in relation to the existing architectural features, and spacing to the alley way, which is supposed to be 24', but the spacing here will be only 14', which is why they need a variance. You'll notice, where the project doesn't quite meet the standards. Starting at HMC (Harrisburg Municipal Code) 18.35.150, they are widening the doorway, which may not meet the original intended use of that site. It's not to say it can't be used today for that purpose. The state historical preservation office is in favor of it being allowed. Under that condition of criteria, the Planning Commission should desire an alternate design that shows how they will meet that request. Under parking standards, of HMC 18.35.190, it states that parking standards within the historic district shall therefore be as follows: 1. Parking shall be accessed from a public alley unless the City Planner determines this cannot reasonably be accomplished. The City hasn't been given any information that shows that it can't reasonably be accomplished, which is usually given by an architect or an engineer's opinion on why that can't be done.

- Moritz asked if that was required?
- Cogburn told him to look at it from current state of the structure, as it states in this standard. He had a hard time determining that it wasn't reasonable; it just wasn't addressed. Then under two, they are not supposed to be parking from access from a street. Again, they are asking for a variance in relation to the spacing standard. And again, there is not enough information for why this is being done. Finally, in three, Harrisburg's downtown is short on parking spaces, and this action is kind of denying an actual parking space for this area, when it's removed.
- Jeremy Moritz asked if it wasn't intended for residential use.
- Eldridge noted that it's been an Oddfellows building from the beginning.
- Moritz said ok, so it's probably not for that use. Or if it was, at some point, the commission or somebody converted it.
- Cogburn, told him the existing zoning allowed for it. It had to pass the test of zoning criteria. He has a concern about the parking standards, because they are removing a parking space, and why they are doing so. On 18.105, because this is a target building, if they alter the doorway, they will have created a jog with the transom. With elevations, the state had guidelines, and this created a vertical jog in the architecture not shared by any other part of the building. On several of the findings, he has asked for an alternate design of doors, showing that they can meet those standards. To allow the permit to go forward, it has to meet one of those three, has to be specific, and the decisions need to be made specific to those designs. They

do have some options on this. It looks like they had no data, for alterations or construction on the building; or permits, or photos showing alterations. Again, the pictures that are submitted, are stylistic features, but need more design in order to meet the guidelines. Under 6, if they are replacing features, it's not clear whether the door would meet this standard. To meet SHPO standards, they made it clear, they wouldn't approve an overhead door as depicted. In HMC18.115, the variance criteria, is because there is spacing now of 14' to the alley, and if they are allowed to enlarge the door, there will be only 10' to the alley. They have submitted no parking studies, or anything that helps support this change. They did take pictures, of an existing location on 1<sup>st</sup> St, which is located about 10' from the alley, that was approved in the 90's. That was approved in the past, and it's not quite the same. In 4, it states that the variance shall not confer a special privilege upon an applicant. Since this is a hardship created by their own actions, he had trouble signing off on that, and feels that there is no need or support for this variance, but again, it's up to the Planning Commission.

- Moritz asked him if that wouldn't be the case if there was alley access.
- Cogburn told him right. So, going over the staff report, there are a number of criteria adequately addressed, so his recommendation, is to have the applicant provide us with the detail we need, plus they also have to make SHPO happy.
- Wullenwaber asked then if the alley access is the one that abuts The Voo?
- Cogburn told him that was correct. Staff would like to see something from the architect, that says that here is the proof for why they can't access a garage from the alley.
- Moritz thought it would be hard with the existing buildings, because they were built a long time ago. He thought this alley was narrower, in relation to the existing buildings. There is no turn radius, and it's a unique area of existing buildings.
- Wullenwaber knew that there was another alley in town, where somebody built a garage, and the alley was wider than the one behind The Voo. Those people have to back up a couple of times to get their vehicle in the garage with wider access than what this would give.
- Kayner said that its hard to look at this and say yeah, but the burden of proof are on these guys.

**Applicant Testimony:** Patrick and Donnell Freeman, were both present this evening. They had a handout for the Planning Commission, which is shown in Addendum No. 1. Donnell related that they have been lucky to find grants, otherwise, they likely wouldn't have been able to do what they are doing now. They want to live in the top part of the building, with a commercial tenant in the bottom; and at least, if they visit here, they could come for extended stay's, and their baby could be closer to grandma and grandpa.

- Patrick Freeman noted that they've spent a lot of time, resources, and money to do this, and with help from the city and state, they might be able to see their vision made real. Jordan did great in the project overview. They are requesting a curb cut, which will be 16" wider than each side of the doorway. That door is being replaced because it's inoperable. It's great historically, but it's falling apart, and in fact, there are worries about the safety of that entire side of the building, if that door fails. It doesn't make sense to replace it with another non-working door. They aren't using it as a main door, but it should be a usable doorway, that still retains the historical aesthetic. They have the same overall goals in restoring and preserving the building, and would replace it with a period appropriate door, which would match the other door, and would provide a pleasing aesthetic. Then they found out, that wow....the city was doing a sidewalk project, and street project, so they can tie in with that, for curb cuts and signage, and can provide the appropriate safety for pedestrian traffic on 2<sup>nd</sup> St. The other opinions for allowing the variance, is that they've worked really closely with SHPO, and they've signed off on our design. While the architectural drawings do show an overhead door, they would certainly work with the city to come up with a solution. The state signed off on an overhead door, as long as it looks like French doors. We can't do actual carriage doors, because we can't have the doors moving over the sidewalk, or into the building. Cogburn made a good point about the alley, and it's not on paper, but we've talked with the engineer, and there isn't any turn radius there, and they also don't think the state would allow another opening. They want us to stick to the original façade as much as possible. They were ok too, with not changing the existing window above; they want to keep the windows and doors the same to match with all the others.
- Donnell added that she spoke with The Voo, the Post Office, and Gods Storehouse, and explained what we are doing. They all got the notice of the meeting, but they (the Freeman's) had them sign letters in support of their garage opening.
- Patrick added that they have more things that they will install in the garage to help with the safety aspects there. They felt that this is one thing that is stopping them from moving forward. If they can't change it, then this will remain one part of the building that sticks out because it's not matching. He felt it would be good for the City to allow them to install a good looking, but historically relevant door.
- Donnell said that if they look at the letter from SHPO, they were willing to accept a door that looks historically accurate but is still an overhead door. They would work with the historic team with the state, making sure it gets signed off and approved. They found a local company that can provide a door that meets the recommendations. Maybe that's something they should provide later. They looked for drawings, on a historical basis, of whether that was built as a little garage, but they have no pictures of a buggy here. There actually wasn't a sidewalk there, when the door was put in.

- Patrick agreed, and said that you can find older photos, showing a dirt road, and board walk. That door looks like they used it as an access door for the bakery, for deliveries. He reiterated that he didn't want them to think that they were out of towners; they are locals, and we are asking for the Planning Commission support to finalize what they can do with this building.
- Donnell said that she is open to suggestions for other safety features, like changing the alley to a one-way only. They could also hang up mirrors. They haven't conducted a study, but they also spoke with Chuck, who told them that there wasn't any parking studies in this area.
- Patrick added that they could use audio warnings. Those aren't historic, but from a safety standpoint, it works.
- Kayner asked if they got grants to do this, then there are criteria attached to the grants. So, they were financing this through historic preservation grants? He asked if the money is tied to anything like work being done in an alleyway?
- Patrick told him it was mutually exclusive.
- Kayner said ok then, it was money to restore the building, so we won't be crossing any lines.
- Donnell confirmed that and said that they have to clearly show how they used the money, and SHPO has to approve it.
- Kayner asked then If we don't approve this, then you wouldn't be able to add more commercial space downstairs? Does the space, or this solution, resolve some of those issues?
- Patrick told him this is how its zoned right now. We are allowed to have mixed use development; the garage is part of the residential use.
- Kayner asked even those its zoned commercially, you can have this kind of use?
- Moritz told him it's like Golden Chopstix. They have a residence on the 2<sup>nd</sup> story. That is mixed use. He wondered, though, where they park?
- Giles told him that her grandson is best friends with their son...they park in the parking lot there.
- Eldridge added that they own that entire parking lot.
- Moritz asked then if we have to provide the variance, for them to have street access.
- Cogburn told him that the approval of the widened door would create the need for a variance.
- Patrick said that the door is already in violations of today's 'old code'.
- Moritz said that these old buildings are all established, but it has the current code applied to it too. It's hard to apply the new code to old buildings, when the current door, as it stands now wouldn't be allowed.
- Cogburn told him that it's not that we know of. There is no record of that. He thought it would have been a delivery door.

The Planning Commission discussed the door for a while, and Moritz expressed that it's hard to determine this, because this is the target building for the entire historic zone, and it's what everyone else looks at. Kayner felt that he had a hard time with this

decision and didn't want to keep kicking the can down the road. He understands where they are coming from, but he doesn't feel comfortable enough yet, to say yeah, lets do this. It makes sense, but it's a historic part of our community, so let's fix it nice, and meet the grant criteria. He would simply like more information. He knows that puts the burden on them. Wullenwaber added that it becomes a precedent, because everyone will say, hey, you gave them a variance. Donnell and Patrick asked them for guidelines for what they'd like to see from them. Kayner asked if they have to prove that they can't get through the alley, or if structurally, the building wouldn't allow an opening. Cogburn said yes, the architect or engineer won't sign off on that without knowing that for certain.

**Public Testimony in favor, in opposition, and neutral testimony was requested, but there was nobody here for this issue, and therefore, no rebuttals.**

Donnell told them that their engineer told them that wood would hold that wall weight, but we didn't want to have to pay him for the calculations, until we knew if the curb cut would be allowed. So, is that ok? Kayner said that you had an architect look at this already. Donnell told him yes; he already did the drawings, and those were approved by SHPO. Kayner asked if that was proof on the alleyway not being accessible. Donnell said that they started with the Historic Preservation Office. They don't want us to take it outside of the historical designation. She said that SHPO didn't have a problem with the door, but as far as with the alley, we don't know if creating a new hole in the building wouldn't be approved.

Cogburn said we should back up here...the State has ultimate authority over historically registered buildings. The City has the authority of how those buildings get developed over time, so architectural elements have to be the same, and be approved by the state, if a structure is only 50 years old. The City can be more restrictive than the state. If we had a statement from the state, that they wouldn't allow access from the alley, then that would be sufficient for our needs. Moritz thought it would be easier for us then, if they say that, because then we'd only need to approve the design of the door. Cogburn said that it's unfortunately, a burden on the applicant to prove. Donnell asked if the Planning Commission needed anything else to be comfortable on the decision on the door...if they say no to access from the alley, then it's ok? Moritz said it shouldn't be a blanket letter. We want to know if it's approved, or not approved. We want to know if the state would allow it. Wullenwaber said then what if we had that letter, and the state says they wouldn't allow a new hole in the building. Patrick thought they would say it's ok. He's fairly confident on that. Kayner asked if they say it's not historically allowed, or that there can't be more openings. Moritz agreed, and said it's whether or not they will allow a fresh cut in the wall. Donnell said if SHPO says ok, you can, then they will find out the radius, and whether they could access a garage there. But if we move forward on this, and they allow the door, and variance, would you guys want more information? Kayner asked which door would they show us? Wullenwaber said it should be a materials design; everything. Moritz told the Freeman's that it's important that they approve what they will actually install, rather than a drawing or picture that say's, 'it's like this'. If we allow you to widen the door, then we need to know exactly what it's going to be. If you give us options, then we don't have to pick it out for you. You can say here are our options, and give us 3 options, and if we like all of them,



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then you can put in any one of those. Kayner apologized and said that we don't deal with this type of issue very much. Donnell said it was helpful to know which direction to move in.

Cogburn said that they wouldn't need to return for the next meeting. Instead, they can just send the information. Moritz also didn't want a blanket approval from SHPO. He knows that they just submitted another picture of a different door, but he wants actual doors to choose from.

**At the hour of 8:15pm, the public hearing was closed.**

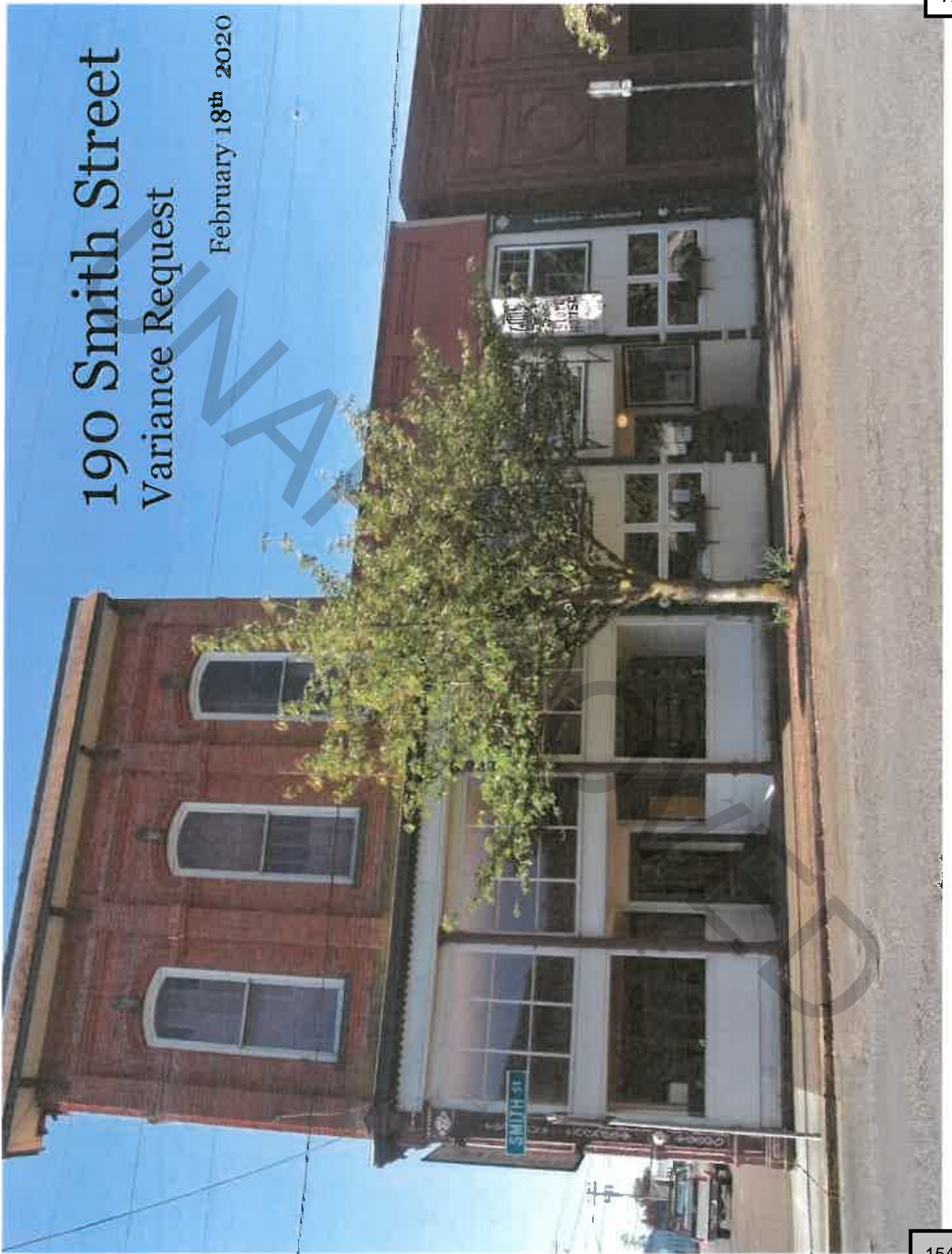
- Kayner wasn't sure as to what rules we were postponing.
- Cogburn told him that you are requesting additional information. He noted that the legalities of the public hearing process, is that you can request a specific time to keep the record open, but since the public hearing is closed, if there is additional public testimony, we have to make it clear that the public is involved. The motion could be to continue the hearing to the next meeting.
- Kayner said that he doesn't want to deny it. He just wants to hear more details.
- Moritz agreed.
- Kayner then **motioned to postpone the decision, on page 65, and to continue the hearing for LU 411 and 416 to the next available meeting.** Wullenwaber **seconded the motion, and the Planning Commission voted unanimously to postpone the decision and continue the hearing to the next meeting.**
- Kayner then **motioned to continue the Freeman Historic Alteration Permit Application after the applicant provides more information to staff, to the March 17, 2020 meeting.** He was **seconded** by Wullenwaber, and the **Planning Commission voted unanimously to continue the Historic Alteration Permit Application to the next Planning Commission meeting being held on March 17, 2020.**

**OTHERS:** None

**ADJOURN:** The meeting was adjourned at the hour of 8:20pm.

# 190 Smith Street Variance Request

February 18<sup>th</sup> 2020



## Project Overview

## Project Overview

### Property Details

- ***Project Variance Details***
  - Request to widen the existing small access door along Eastern wall of 2<sup>nd</sup> Street
  - Requested opening and current opening from access door to alley does not meet the minimum distance required
  - Widen by only 16” on each side, preserve historical architectural design
  - Allow for a curb cut along 2<sup>nd</sup> Street for access to opening
- ***Project Timing***
  - Start Date: (pending approval)
  - Completion Date: ~Two months after approval
- ***Property Cost***
  - Not using City or State grant funding

Scope of Work

## Variance Request Details

### ■ Project Goals

- Replace an inoperative doorway to create a usable doorway fitting a modern use but retaining the historical aesthetic
- Work with the State Historical Preservation Office ('SHPO') and the City of Harrisburg to create a historical accurate replacement for the access door which matches the other planned exterior doorways
- Prepare for future commercial growth by creating a more functional commercial space suitable for a restaurant loading dock, etc.
- Enhance the structural integrity of the building by addressing a dilapidated section of this historical brick building
- Improve the exterior aesthetics of the building to match the City's street improvement plans

## Variance Request Details

- **Opinions for allowing the variance**
  - Neighboring businesses are in agreement with the variance request confirmed by signed letters
  - Existing precedent has been set with neighboring businesses (see image)
  - The doorway was built in 1906 as a garage which is not sufficient for today's vehicles
  - Making safety for pedestrians and traffic along 2<sup>nd</sup> Street a top priority
  - Allows owner to improve the structural integrity of building ultimately extending the life of the structure



### **Variance Request Details *Continued***

- **Opinions for allowing the variance**
  - Sophisticated team is already in place with preliminary masonry, drawings and engineering already completed
  - Creation of a cohesive aesthetic along one of the main streets of Harrisburg
  - SHPO has already signed off and agreed to the project (see addendum C)
  - Not using grant funds for this project
  - Allows for potential future expanded commercial use



Project Team

## General Contractor – Access Door

### Bid - Ives Construction

- Ives Construction – Steve Ives
  - [steve@ivesconstructioninc.com](mailto:steve@ivesconstructioninc.com)
  - 541-914-6415
- Inspection: Nov. 20<sup>th</sup>, 2019
- Scope of Work
  - Job set up and general conditions.
  - Demo opening and remove material
  - Build structure to allow for installation of new access door
  - Oversee repair of masonry walls and installation of new access doorway
  - Ensure the safety of the public and project workers



## Architect & Engineer – Access Door

Will Dixon – Architect and Adam Clough – Structural Engineer

- Architect – Will Dixon
  - [wcd@willardcdixon.com](mailto:wcd@willardcdixon.com)
  - 541-689-3548
- Inspection: Feb 20<sup>th</sup>, 2018
- Scope of Work
  - Draw interior framing detail
  - Provide specs and details on exterior aesthetic details
  - Coordinate, draw and submit plans in conjunction with the engineer
- Engineer – Adam Clough
  - [adam@pioneerengr.com](mailto:adam@pioneerengr.com)
- Scope of Work
  - Support drawing details with engineering support
  - Assist GC, mason and architect with engineering throughout construction
  - Coordinate, draw and submit plans in conjunction with the architect

## Mason- Access Door

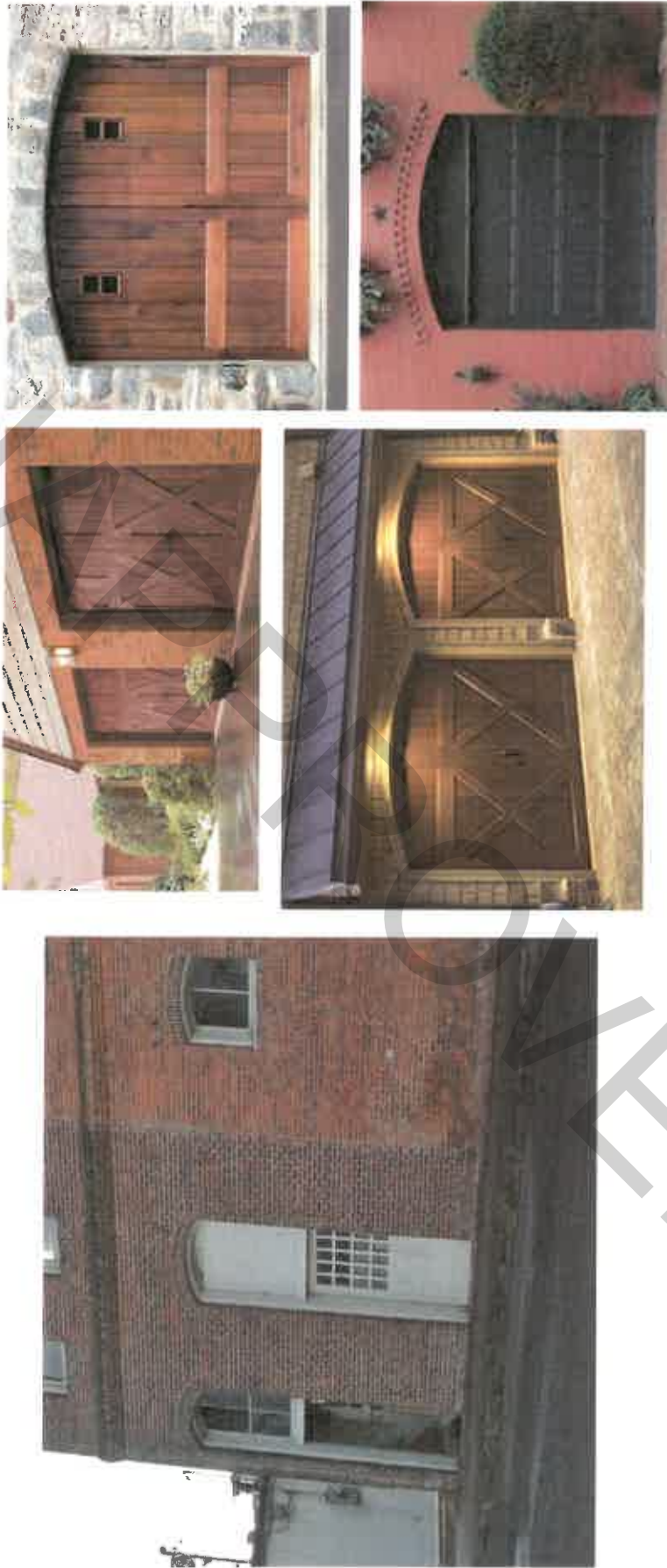
Ben Swartzendruber

- Ben Swartzendruber
  - [steve@ivesconstructioninc.com](mailto:steve@ivesconstructioninc.com)
  - 541-914-6415
- Inspection: Oct 20<sup>th</sup>, 2019
- Background
  - Completing all current mason work on exterior of building
  - Experience with historical brick buildings throughout Oregon
- Scope of Work
  - Repair masonry around new access door utilizing current bricks and matching historical mortar.

Addendums

## Addendum A

Precedent Images – Before and After



## Addendum B

### Notice of Complete Application



City of Harrisburg  
120 Smith Street P.O. Box 376  
Harrisburg, OR 97446  
Ph: (541) 895-8655  
www.ci.harrisbur.or.us

January 8, 2020

Patrick & Donnell Freeman  
Clyde the Glide, LLC  
310 S Williams Street  
Denver, CO 80209

#### NOTICE OF COMPLETE APPLICATION

Freeman Variance Application & concurrent Historic Alteration Permit Application  
(LU-411-2019) Assessor's Map 15-04-16-AA, Lot 5300

Dear Mr. and Mrs. Freeman,

This letter is in regard to the submitted Variance Application & concurrent Historic Alteration Permit Application for the property located at Map 15-04-16-AA, Lot 5300, addressed 190 Smith Street. Your completed submission materials, including a signed application, were received by the City of Harrisburg on July 15, 2019, with revised and additional materials received on October 22, 2019 and January 3, 2020.

After reviewing the submitted materials, the application has been deemed "complete" for processing purposes. A review of the proposal can now be carried out to determine whether it is consistent with the applicable regulatory provisions. The first review of the submitted materials has been scheduled for a Planning Commission Public Hearing on **February 18, 2020 at 6pm**. A notice regarding the location and time will be sent to you in the coming weeks.

If you have any questions, please feel free to contact me at [jordanc@branchengineering.com](mailto:jordanc@branchengineering.com) or at 541-746-0637.

Sincerely,

Jordan Cogburn  
City Planner  
Harrisburg, OR  
File: LU-411-2019

Worked closely with Jordan Cogburn to  
present the most complete variance  
application to this committee

## Addendum C

### Feedback from SHPO

Worked closely with Joy Sears to ensure we're following all protocol outlined by the State Historical Preservation Office.

Hello Patrick and Donnell,

Thank you for sending this information as I was certain I was missing something! I thought this was an existing industrial garage door that I was not seeing on the building. Or you were proposing a large industrial auto repair garage door that would not be appropriate that I would have denied. I see you are referring to the little over 5 foot access door on the side which I am sure was used for deliveries. This door is a historic component of the building and should be moved inside as an stabilized artifact if not reused in the building somewhere. Keep in mind if this had not been an existing opening, we would be having a different conversation. Since this is an existing opening that would be widened to create a residential size garage door which doesn't interfere with the window above that would meet the Standards but it cannot have a generic garage door installed as drawn. If the widen opening didn't have a new wider door installed, it should be flat (not arched) opening as shown and the new door should look like 2 large carriage doors that swing out but functions as an overhead door. My design suggestions are below as better examples to consider.

Please let me know if you have any questions.

Take care,

Joy

**Joy Sears**

**Restoration Specialist**

Oregon State Historic Preservation Office (SHPO)

725 Summer Street NE, Suite C

Salem OR 97301

Phone 503-986-0688

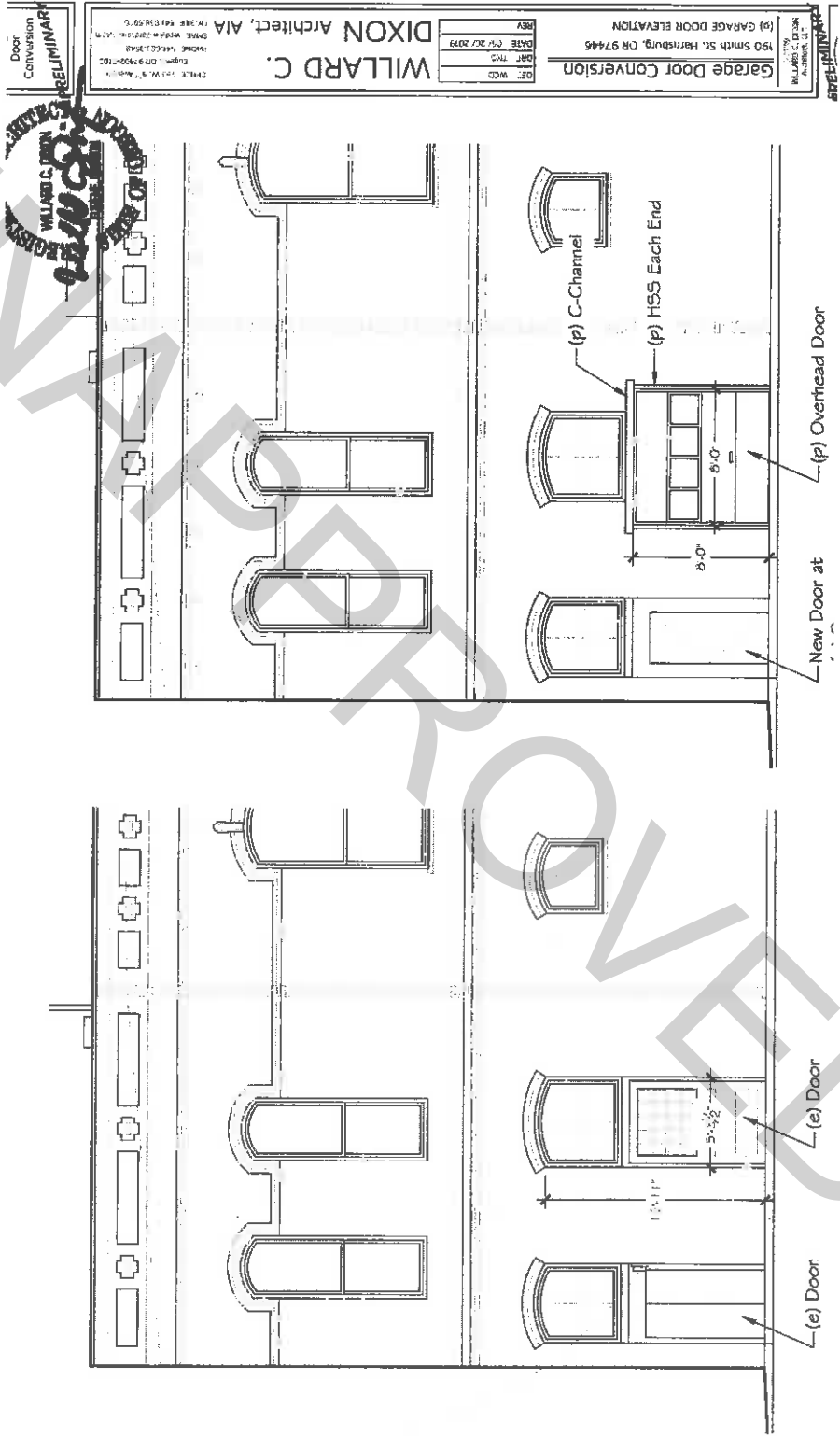
Email: [Joy.Sears@oregon.gov](mailto:Joy.Sears@oregon.gov)

Website: [www.oregonheritage.org](http://www.oregonheritage.org)



Addendum D

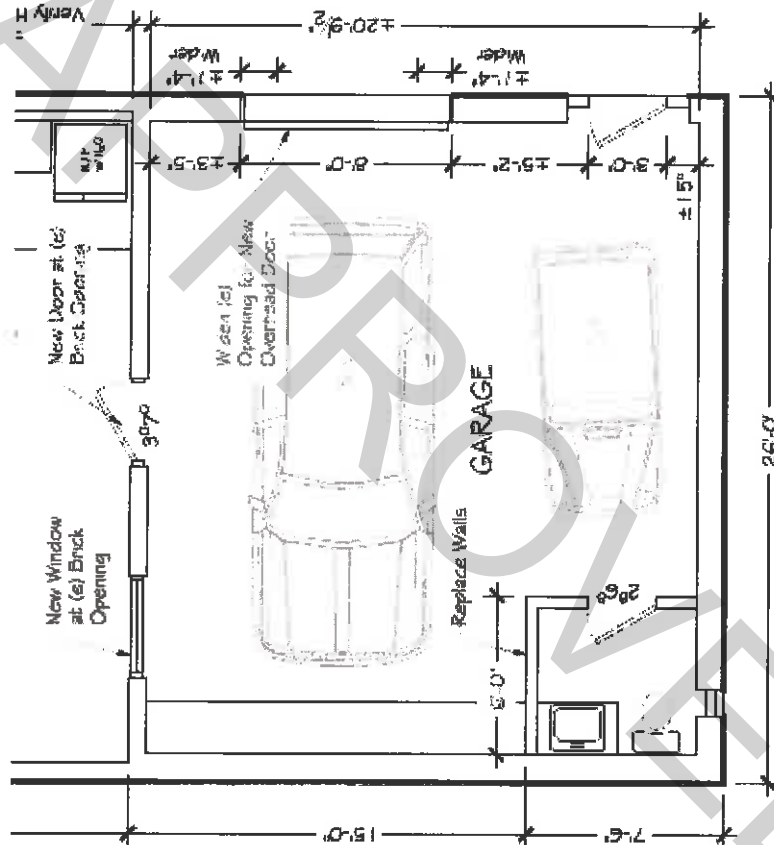
Drawing - Elevation



Note: Ignore garage door aesthetic in this drawing – standard architectural door for schematic set

## Addendum E

## Drawing – Inside – Measurements



February 13, 2020

The Voo,  
2<sup>nd</sup> Street  
Harrisburg, OR 97446

RE: Variance Request for door opening at 190 Smith Street

Hello Dan,

This request is stating that you would support the variance request at 190 Smith Street.

The variance would allow for a slightly wider opening, new door and curb cut completed on the current dilapidated access door on 2<sup>nd</sup> Street (along the eastern wall of the building at 190 Smith Street). The project would be completed by a historical mason, local general contractor and engineer while under the aesthetic supervision of the State Historical Preservation Office ("SHPO") and the City of Harrisburg. The current door is in poor shape, doesn't open and poses a risk to the overall structural integrity of the building. The door will be replaced with a high-quality, historically relevant replacement that improves the overall aesthetic of the street and downtown area.

Additionally, pedestrian and street traffic safety will be upgraded with appropriate audible and visual safety equipment installed as required.

We look forward to the continued improvement of this historically important landmark in the City of Harrisburg. We also look forward to being your neighbor!

Thank you for your support and please don't hesitate to reach out with any questions or concerns.

Sincerely,

Patrick & Donnell Freeman

As a neighboring business, we support the requested variance discussed above at 190 Smith Street.



February 13, 2020

God's Storehouse,  
Smith Street  
Harrisburg, OR 97446

RE: Variance Request for door opening at 190 Smith Street

Hello Vesta,

This request is stating that you would support the variance request at 190 Smith Street.

The variance would allow for a slightly wider opening, new door and curb cut completed on the current dilapidated access door on 2<sup>nd</sup> Street (along the eastern wall of the building at 190 Smith Street). The project would be completed by a historical mason, local general contractor and engineer while under the aesthetic supervision of the State Historical Preservation Office ('SHPO') and the City of Harrisburg. The current door is in poor shape, doesn't open and poses a risk to the overall structural integrity of the building. The door will be replaced with a high-quality, historically relevant replacement that improves the overall aesthetic of the street and downtown area.

Additionally, pedestrian and street traffic safety will be upgraded with appropriate audible and visual safety equipment installed as required.

We look forward to the continued improvement of this historically important landmark in the City of Harrisburg. We also look forward to being your neighbor!

Thank you for your support and please don't hesitate to reach out with any questions or concerns.

Sincerely,

Patrick & Donnell Freeman

As a neighboring business, we support the requested variance discussed above at 190 Smith Street.

Vesta Craigen

February 13, 2020

City of Harrisburg Post Office,  
204 Smith Street  
Harrisburg, OR 97446

RE: Variance Request for door opening at 190 Smith Street

Hello,

This request is stating that you would support the variance request at 190 Smith Street.

The variance would allow for a slightly wider opening, new door and curb cut completed on the current dilapidated access door on 2<sup>nd</sup> Street (along the eastern wall of the building at 190 Smith Street). The project would be completed by a historical mason, local general contractor and engineer while under the aesthetic supervision of the State Historical Preservation Office ('SHPO') and the City of Harrisburg. The current door is in poor shape, doesn't open and poses a risk to the overall structural integrity of the building. The door will be replaced with a high-quality, historically relevant replacement that improves the overall aesthetic of the street and downtown area.

Additionally, pedestrian and street traffic safety will be upgraded with appropriate audible and visual safety equipment installed as required.

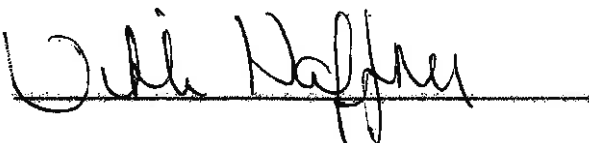
We look forward to the continued improvement of this historically important landmark in the City of Harrisburg. We also look forward to being your neighbor!

Thank you for your support and please don't hesitate to reach out with any questions or concerns.

Sincerely,

Patrick & Donnell Freeman

As a neighboring business, we support the requested variance discussed above at 190 Smith Street.



# City of Harrisburg

## PLANNING COMMISSION

### NOTICE OF DECISION

**REQUEST:** The applicant requests a Site Plan Review approval to construct four (4) new 5-plex Multifamily Residential buildings, totaling 20 new units, on a vacant lot adjacent to existing Lasalle Crossing Apartments Multifamily apartment complex for the purposes of expanding the adjacent use.

The site is located at the southeast corner of Lasalle Street and South 6th Street, is approximately 3.77 acres in size, and is currently developed with a large apartment complex with eight (8) structures totaling 36 units. A recent Property Line Adjustment approval resulted in the present configuration, adding additional development area of approximately 74,730 square feet (1.7 acres). The applicant intends to develop the remainder of the subject property with multi-family dwelling facilities totaling 10,200 square feet, with pedestrian facilities, parking areas, and associated drive aisles in compliance with the Harrisburg Municipal Code (HMC)..

**LOCATION:** 700 Lasalle Street, and known as tax lot 3300 of Linn County Assessor's Map 15S04W15BC.

**HEARING DATE:** February 18, 2020

**ZONING:** R-2, Multifamily Residential

**APPLICANT/  
OWNER:** Jamie Paddock, Paddock Construction  
PO Box 2447  
Eugene, OR 97402

**APPEAL DEADLINE:** March 1, 2020, at 5:00 p.m.

**DECISION:** The Harrisburg Planning Commission conducted a hearing on February 18, 2020, and voted to approve the request, subject to the attached conditions of approval. The Planning Commission adopted the findings contained in the February 11, 2020 Staff Report, and portions of the minutes from the

meeting that demonstrate support for the Planning Commission's actions.

**APPEALS:**

The decision may be appealed by filing a Notice of Appeal with the City Recorder at 120 Smith Street. The Notice of Appeal should be filed by the Appeal Deadline date listed above. Specific information on the requirements for an appeal or a copy of the complete file of this land use action may be obtained at Harrisburg City Hall. There is a fee of \$425.00.

**EFFECTIVE DATE:**

March 1, 2020, unless an appeal has been filed with the City Recorder.

**EFFECTIVE PERIOD:**

Site Plan Review approvals shall be effective for one year from the date of approval. If the applicant has not begun the work associated with the approval within one year, all approvals shall expire. Where the Planning Commission finds that conditions have not changed, at its discretion and without a public hearing, the Commission may extend the period one time for a period not to exceed one additional year.

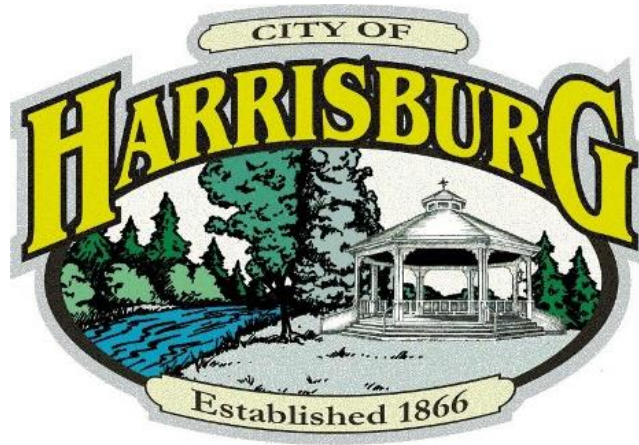
Unless appealed, this Site Plan Review Approval will expire on February 18, 2021.

  
Rhonda J. Giller  
Planning Commission Chairperson

## CONDITIONS OF APPROVAL

1. **Consistency with Plans** - Development shall comply with the plans and narrative in the applicant's proposal identified as Exhibit A, except as modified by this approval or the conditions of approval below.
2. **Off-Street Parking** - The applicant is required to adhere to the site grading and paving plan, sheet C-2, as shown in the application materials.
3. **Stormwater Drainage** - Prior to the issuance of a building permit - the applicant is required to submit a Stormwater Drainage Plan providing sufficient evidence to support adequate drainage from the newly impervious areas, including structures and parking areas.
4. **Time Limit on Approved Land Use Application** - Applicant must apply for a building permit for phase two of construction prior to February 18, 2022, or will be required to apply for a site plan review for phase two.





Library Board Meeting Minutes  
Harrisburg Municipal Center Jury Room – 354 Smith St.  
January 9, 2020

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The Harrisburg Library Board met on this date at the Harrisburg Municipal Center, at the hour of 6:32pm. Presiding was Chairperson Cassandra Barney. Also present were board members Jayne Detering, Violet Stone, and James Blake. Staff present were City Recorder/Asst. City Administrator Michele Eldridge, and Librarian's Amanda Pelkey and Cheryl Spangler. Joining us in the audience was board candidate Anita McClure, and Holly Bea Jones.

**CONCERNED CITIZEN(S) IN THE AUDIENCE.** None were present other than those for agenda items.

#### **APPROVAL OF MINUTES**

Motion to Approve the Minutes of November 14, 2019. Barney **motioned to approve the minutes**; Detering **seconded the motion**. **The Library Board voted unanimously to approve the minutes of November 14, 2019.**

#### **THE MATTER OF FILLING A LIBRARY BOARD VACANCY**

- Barney noted that there were two candidates, Anita McClure, and Samantha Hansen. Both had been invited to the meeting, but only Anita was present. Spangler thought Samantha might have had to work tonight. Barney had four questions to ask the present candidates. 1. Why do you want to serve; 2. Have you followed any of the Library Programs; 3. What kind is your favorite program; and 4. What kind of programs do you see yourself advocating for.
- Anita McClure said that she loves our Library and uses it almost daily. She loves kids' programs; her daughter was running the LEGO program on Saturdays. She could help teach crocheting and knitting, and is good at donations, as well as securing volunteers. She has been in Harrisburg for 62 years, and really knows the community.
- Spangler commented that Samantha has already offered to volunteer to lead the adult D&D program, and possibly could also do the crocheting and knitting class.
- Barney then **motioned to recommend to the Council that they appoint Anita McClure to the term vacated by Heather Long, ending June 30, 2020**. She was **seconded** by Stone, and the **Library Board voted unanimously to have Anita**

**McClure appointed to the vacant position, dependent upon approval by the City Council.**

## THE MATTER OF REVIEWING LIBRARY PROGRAMS

- **Dungeons and Dragons:** Spangler talked about the teen D & D Program, and that it was being ran well by Tristan, the volunteer in charge of the program. She hoped that *Adult D & D* would start soon, as she had 4 or 5 people interested in the program. Samantha will oversee that program, which will be held on Thursday nights from 6:00 to 8:00pm.
- **Lego Club:** The Lego Club was on hold, but Mandy will start running that on every other Saturday until Crystal Falk was able to return. While there is a curriculum for Lego Club, Mandy will be holding free lance Lego.
- **New Program Suggestion:** McClure would like to start a support class or system for care givers. She talked about the need for people in the local community who worked with family members who had severe dementia, or people who were seriously ill.
  - Barney said that Anita could be in charge of that program. But she would need to look at and suggest how often they would like to meet, and dates, and times for it. McClure said that it's social support, so talking and sharing resources; and mostly respite from their care job. Barney reiterated that McClure should look at days, and time, and they would also need to find some support books, or workbooks that they could use. She could have other group leaders for this group too. She suggested that McClure look at Friday's after story time, which is roughly noon to 5:30.
- **General New Program Suggestions:** Spangler would like to start an *Ancestry* type of class but didn't know what days or times she would hold it, other than they can use the four computers, and/or bring in their own laptops or pads. She would also like to start a six to eight-week class for *adults on how to use computers*. It would be similar to the grant that Eldridge wrote for the Library.
  - Barney thought it should be a medium priority for the computer class; Spangler needs to find someone willing to take that on.
  - Mandy also would like to start a *physical fitness class* in the future.

## THE MATTER OF RECOMMENDING TO THE CITY COUNCIL THAT THE LIBRARY BOARD WILL ALLOW LIBRARY STAFF TO CONTRACT WITH HOLLY BEA JONES TO PROVIDE A MURAL IN THE LIBRARY FOR \$150.

**Staff Report:** Eldridge remarked that because the Library Board reviews and recommends terms for contracts and working relationships with public agencies regarding library services, she felt that the Library Board should be making a recommendation to the City Council about approval for this project.

- The Board started discussing the mural and thought it would be a great project. They were worried about that money for the paint, at \$25, wouldn't be adequate. However, McClure said that it was, as she was a painter herself. The next time the Library wants a mural, they should ask her, because she and other artists might be able to do a mural for free. She also suggested that the Library start looking at a program allowing local artists to have their works displayed for free.
- Blake **motioned to recommend to the City Council that the Library Board will allow Library Staff to Contract with Holly Bea Jones to Provide a Mural in the Library for \$150.00 and was seconded by Barney. The Library Board then**

**voted unanimously to approve the recommendation to City Council that they allow a contract to be established with Holly Bea Jones.**

**OTHERS:** Eldridge invited the Library Board to attend, or if they felt so inclined, to assist the Harrisburg Library Guild at the Sweetheart Tea, being held on Saturday, February 15, 2020. Jayne will be there, as she is one of the organizers of the event.

**ADJOURN:** The meeting was adjourned at the hour of 7:50pm.