



City Council Business Meeting Agenda
June 13, 2023
6:30 PM

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

PUBLIC NOTICES:

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

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan

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

ORDINANCES

- 1. THE MATTER OF ADOPTING ORDINANCE NO. 994, “AN ORDINANCE CONFORMING TO ORS 195.530 RELATED TO KEEPING WARM AND DRY ON PUBLIC PROPERTY, ADOPTING AMENDMENTS TO HMC CHAPTER 9.55, ADDING HMC CHAPTER 9.65, AND DECLARING AN EFFECTIVE DATE”**

STAFF REPORT:

Exhibit A: Ordinance No. 994

ACTION: MOTION TO APPROVE ORDINANCE NO. 994, “AN ORDINANCE CONFORMING TO ORS 195.530 RELATED TO KEEPING WARM AND DRY ON PUBLIC PROPERTY, ADOPTING AMENDMENTS TO HMC CHAPTER 9.55, ADDING HMC CHAPTER 9.65, AND DECLARING AN EFFECTIVE DATE”

NEW BUSINESS

- 2. THE MATTER OF CONSIDERING A REQUEST FOR A MEMORIAL BENCH FROM KRISTA JOHNSON**

STAFF REPORT:

Exhibit A: Council Policy 15-1.03: Memorials

Exhibit B: Letter from Krista Johnson

ACTION: FOR DISCUSSION- TBD

- 3. THE MATTER OF A CONSIDERATION A REQUEST FROM CINDY KNOX FOR THE PROPOSED EAGLES NEST PLAYGROUND NEAR THE BASKETBALL COURT/TENNIS COURT**

STAFF REPORT:

Exhibit A: Email Request from Cindy Knox

Exhibit B: Quote for Playground Area

Exhibit C: MOU with the Harrisburg School District

ACTION: DISCUSSION TBD

- 4. THE MATTER OF ADOPTING THE STRATEGIC PLAN FOR THE RURAL ECONOMIC ALLIANCE (REAL), AND CONTINUING OUR PARTNERSHIP WITH THE 9 CITY ECONOMIC DEVELOPMENT PARTNERSHIP**

STAFF REPORT:

Exhibit A: REAL Strategic Plan 2023-2027

ACTION: MOTION TO APPROVE AND ADOPT THE 2023-2027 STRATEGIC PLAN FOR REAL

5. THE MATTER OF REVIEWING THE DRAFT HMC 13.05 SEWER SYSTEM REGULATIONS IN THE CITY OF HARRISBURG

STAFF REPORT:

Exhibit A. Red-Lined Draft of Revised HMC 13.05

ACTION: FOR REVIEW AND DISCUSSION

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.

6. THE MATTER OF APPROVING THE CONSENT LIST

STAFF REPORT:

Exhibit A: City Council Minutes from April 25th, May 9th, and May 23rd, 2023

Exhibit B: Payment Approval Report for May 2023

Exhibit C: Planning Commission Minutes for January 17, 2023

Exhibit D: Municipal Court Collections Report May 2023

Exhibit E: Municipal Court Citation Report May 2023

ACTION: MOTION TO APPROVE THE CONSENT LIST

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

The Minutes for the April 25th, May 9th, and May 25th, 2023 City Council Meeting

The Payment Approval Report for May 2023

VERBAL REPORT:

- Curfew

- **Cancel Work Session for August 22, or reschedule to Aug 16 if absolutely necessary.**
- **Grant Request from Maria de Guadalupe Carbajal de Jones**

OTHER ITEMS

ADJOURN

Agenda Bill

Harrisburg City Council

Harrisburg, Oregon

THE MATTER OF ADOPTING ORDINANCE NO. 994, “AN ORDINANCE CONFORMING TO ORS 195.530 RELATED TO KEEPING WARM AND DRY ON PUBLIC PROPERTY, ADOPTING AMENDMENTS TO HMC CHAPTER 9.55, ADDING HMC CHAPTER 9.65, AND DECLARING AN EFFECTIVE DATE”

STAFF REPORT:

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ACTION: MOTION TO APPROVE ORDINANCE NO. 994, “AN ORDINANCE CONFORMING TO ORS 195.530 RELATED TO KEEPING WARM AND DRY ON PUBLIC PROPERTY, ADOPTING AMENDMENTS TO HMC CHAPTER 9.55, ADDING HMC CHAPTER 9.65, AND DECLARING AN EFFECTIVE DATE”

THIS AGENDA BILL IS DESTINED FOR: Council Agenda – June 13, 2023

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

STAFF RECOMMENDATION:

Staff recommends City Council adopt Ordinance No. 994

BACKGROUND INFORMATION:

The City Council has been actively discussing the issue of adopting reasonably objective restrictions to time, place and manner of camping in public spaces since last summer, and more actively as of March of this year. At the last City Council Workshop on May 25th, the Council also had a public hearing for members of the public who might want to discuss this topic. There were only a few citizens in attendance, and none for this subject.

Ordinance No. 994 (**Exhibit A**) is the adopting ordinance which will allow amendments to the City Park Regulations as shown in HMC Chapter 9.55 (Exhibit A to Ord 994), and the addition of HMC Chapter 9.65 (Exhibit B to Ord 994), which is in relation to illegal camping. The adoption of this ordinance will meet the requirements of the State of Oregon in ORS 195.530 and ORS 195.550.

The concerns being addressed by citizens in the City of Harrisburg, many of which have been shared with our City Council members, allow us to state that immediate effectiveness of this

Ordinance is desired, for the immediate preservation of public welfare, health and safety of Harrisburg, Oregon. Therefore, the effective date of the adoption of this ordinance shall be the date of this meeting.

REVIEW AND APPROVAL:



06.04.23

Michele Eldridge Date
City Administrator

ORDINANCE No. 994

AN ORDINANCE CONFORMING TO ORS 195.530 RELATED TO KEEPING WARM AND DRY ON PUBLIC PROPERTY, ADOPTING AMENDMENTS TO HMC CHAPTER 9.55, ADDING HMC CHAPTER 9.65, AND DECLARING AN EFFECTIVE DATE

THE CITY OF HARRISBURG ORDAINS AS FOLLOWS:

Section 1. Legislative purpose:

- A. The City Council recognizes that the City has an obligation to ensure that public property is not damaged, and that public property does not pose a danger to the public's safety, health or welfare (including the safety, health and welfare of persons who are experiencing homelessness), and to ensure that public property is available and accessible for utilization by the maximum number of people in the Harrisburg Community.
- B. The cases of *Martin v. Boise*, and *Blake v. Grants Pass*, along with ORS 195.530 (Oregon Laws Ch. 370 § 1 (former H.B. No. 3115), operative July 1, 2023), and ORS 195.550 make it clear that cities can prohibit illegal camping, but cannot impose regulations on the actions of sitting, sleeping, lying down, or keeping warm and dry unless those regulations are objectively reasonable as to time, place, and manner with regard to persons experiencing homelessness.

Section 2. The City Council directs the City Administrator to continue the work required to draft revisions and amendments to the Harrisburg Municipal Code and Harrisburg Administrative Policies to conform to this ordinance and to comply with other requirements of ORS 195.530 regarding imposing only objectively reasonable time, place, and manner regulations of the acts of sitting, sleeping, or lying down in public property.

Section 3. The City Council amends Municipal Code Chapter 9.55, as set forth in Exhibit A.

Section 4. The City Council adopts Municipal Code Chapter 9.65, as set forth in Exhibit B.

Section 5. The City Council reiterates that nothing in this ordinance is an implied or expressed endorsement for the establishment of campsites on public property.

Section 6. Effective Date. Inasmuch as this ordinance is necessary for the immediate preservation of public welfare, health, and safety of the City of Harrisburg, Oregon, an emergency is hereby declared to exist and this ordinance shall be in full force and effective as of the date of June 13, 2023.

PASSED by the City Council this 13th day of June, 2023

APPROVED by the Mayor this 13th day of June, 2023

EFFECTIVE this 13th day of June, 2023

Mayor

ATTEST:

City Recorder

Exhibit A

Chapter 9.55

CITY PARK REGULATIONS

9.55.010 Purpose.

The parks of this City are established and maintained as areas of recreation, relaxation and enjoyment for the public. It is intended that they will be regulated and used to permit enjoyment by a maximum number of people engaged in widely diverse interests and activities as may be practical within the limits of space, design and accommodations available in each park unit, While maintaining the aesthetic of the area and promoting the health, welfare, and safety of the public. Limitations may be required to ensure the use of park areas in safety and to protect the rights of others in surrounding areas. [Ord. 679 § 1, 1995.]

9.55.020 Definitions.

As used in this chapter, the term “park” means an area of land owned or controlled by the public, set aside and maintained by the public for the recreation and relaxation of the public, including neighborhood parks and community parks, as well as limited use parks (which includes undeveloped greenways). [Ord. 679 § 2, 1995.]

9.55.030 Vehicles in City parks.

1. Vehicles such as autos, trucks, motorcycles, motor scooters, go-carts, bicycles, or other conveyances must operate, stop, or park only upon designated roadways or within designated parking areas unless specifically authorized by the City. Parking prohibitions, time limits or other parking restrictions for areas within City parks may be designated by the City with official traffic signs.
2. No person shall drive a vehicle upon the City boat landing near the intersection of 1st and Monroe Streets, nor on the adjacent gravel bar, except for the purpose of launching or retrieving a watercraft. No vehicles shall park on the boat landing or adjacent gravel bar.
3. No person shall drive a vehicle upon the City boat landing in Eagle Park, or block the boat landing, except for the purpose of launching or retrieving watercraft.
4. No vehicles may be parked in any City park while the City park is closed to the public.
5. Any person who violates these prohibitions shall, upon conviction, pay a fine of not more than \$200.00. Any vehicle left parked or standing in violation of this section will be towed without 24 hour notice. [Ord. 931 § 1 (Exh. A), 2015; Ord. 927 § 1 (Exh. A), 2015; Ord. 880, 2009; Ord. 679 § 3, 1995.]

9.55.040 Animal control.

1. The City has reasonable discretion to regulate the presence and activities of animals in City parks.
2. No person is permitted to ride or lead any horse or pony in a park, except as designated by the City, by permit.
3. Also refer to offenses relating to animals in Chapter [6.10](#) HMC. [Ord. 679 § 4, 1995.]

9.55.050 Fire.

1. No person is permitted to build or maintain any fire in a park, except in City-created designated fire rings, fireplaces, or in designated areas. Violation of this Subsection is a Class C Misdemeanor.
2. No burning materials shall be gathered or used by individuals except as authorized by the City. [Ord. 985 § 2, 2022; Ord. 679 § 5, 1995.]

9.55.060 Commercial activity.

1. No person who holds a valid business license issued by the City under this section is permitted to sell merchandise or services within a park in violation of any conditions stated on that license.
2. Prior to receiving an event permit, commercial or special events held in City parks must meet or agree to the following conditions:
 - a. The number of persons permitted to stay overnight, if applicable, must be authorized by the City.
 - b. Applicant must compensate any expenditures for park maintenance, including City lighting, if any.
 - c. Vendors, if present, must supply the City with a certificate of liability in a minimum amount of \$1,000,000 and add the City of Harrisburg as an additional insured.
3. All Business Licenses are subject to a fee, as established by a resolution of the City Council; nonprofit organizations will not be subject to a fee. [Ord. 679 § 6, 1995.]
4. No person shall solicit, sell or offer for sale, peddle, hawk or vend any goods, wares, merchandise, foods, liquids, or services without holding a business license from the City.

9.55.070 Garbage and other refuse.

1. No person is permitted to discard or dispose of any garbage in a park, except in a receptacle provided for such garbage and other refuse.
2. No person is permitted to take any garbage or other refuse into a public park for the purpose of discarding or disposing of such garbage or other refuse. [Ord. 679 § 7, 1995.]
3. Knowingly discarding or dumping of refuse, garbage, or other items outside of a designated waste receptacle is a Class A Violation.

9.55.080 Motor vehicle speed.

The designated speed for motor vehicles upon the roadways within any park is 10 miles per hour unless otherwise posted. No person is permitted to operate a motor vehicle upon any roadway in a park at a speed greater than permitted by the basic rule as provided in ORS [811.100](#). [Ord. 693 § 1, 1995; Ord. 679 § 8, 1995.]

9.55.090 Dangerous equipment and activities.

No person is permitted to use or engage in any activity in a City park that the City determines will create an unreasonable interference or danger to other persons. Such activities include, but are not limited to, the use of golf clubs, fireworks, archery equipment, a discus, javelin or shot; any aircraft, rocket, or missile

powered by fuel or mechanical means; or any firearm. Such activities will be allowed only as provided in HMC [9.55.100](#). [Ord. 679 § 9, 1995.]

9.55.100 Special use areas.

The City may set aside, establish, alter, and/or discontinue special use areas in one or more of the parks. These special use areas would include, but not be limited to, activities such as horse or pony riding, Junior Olympics, bicycle riding, camping activities, disc golf, motorcycle riding, mini-boat racing, or any one or more of those activities otherwise prohibited under HMC 9.55.090. Before establishing, altering or discontinuing such a special use area, the City will determine the priority of need for such an area and whether the activity may be carried on without unreasonable interference or danger to other persons.

If the City establishes a special use area, such hours or days of usage may be designated, the particular activity or activities which are permitted, and such conditions as are required for the safety and convenience of persons and property. The City will establish the boundaries of the special use area and post such signs and warnings concerning that special use area as deemed reasonably appropriate. No person is permitted to use or injure any special use area, except for the purposes of one or more of the activities permitted in that special use area under any conditions specified by the City. [Ord. 679 § 10, 1995.]

9.55.110 Sound.

1. No person is permitted to disturb the peace in any park between the hours of 10:00 p.m. and 8:00 a.m. For purposes of this subsection, "disturbing the peace" is defined as including, but not limited to, the following:
 - a. Playing a musical instrument.
 - b. Playing a radio, tape recorder or television.
 - c. Shouting.
 - d. Engaging in any organized games.
2. No person or organization is permitted to use any device to amplify sound in any park unless a valid permit has been issued by the City.
3. The City may issue a permit authorizing the use of one or more designated devices to amplify sound by one or more designated persons in a designated area of a park on a designated date between specified hours that the number of persons to be entertained or served by the use of sound can be adequately and reasonably served only by the amplification of sound. The City may include conditions in such permit, and the permit may be revoked if the terms of the permit are violated, or a permit may be denied to a person or group of persons who have violated the terms of a permit within the previous year.
4. No person who holds a valid permit issued under this section is permitted to amplify sound within a park in violation of any conditions stated in that permit. [Ord. 679 § 11, 1995.]

9.55.120 Hours of use – Sleeping and camping – Liquor.

1. No person is permitted to enter or use any City-owned or controlled park during posted hours of closure without a permit to do so.
2. No person is permitted to camp in any park, except as provided in subsection 3.
3. No person is permitted to use any tent, shelter-half, motor home, vehicle, camper, or trailer as a shelter for camping in any park area at any time, except as provided in subsection 4.

4. The City Administrator may, in the City Administrator's reasonable discretion, issue permits or designate areas for the use of tents, tarps, canopies, shelter-half, motor homes, vehicles, campers, or trailers as shelters for any recreational camping in parks.
5. No person is permitted to park a vehicle in a Park parking lot during the posted hours of park closure, unless that person has a permit to do so.
6. No corporation, organization, or person is permitted to bring, or permit any person to bring, or to consume any intoxicating liquor on park premises, except that the City Administrator or his/her designee can issue a permit to allow persons to bring and consume alcoholic beverages at City-sponsored outdoor concerts. A permit issued by the City Administrator may include conditions and restrictions as determined appropriate by the City Administrator, but must including the following conditions:
 - a. No alcohol is permitted to be consumed in violation of State statutes or rules of the Oregon Liquor Control Commission;
 - b. Alcohol other than distilled liquor or hard alcohol may be consumed on City property at the site of the concert, beginning no earlier than 30 minutes before the scheduled concert, nor later than the end of the concert; and
 - c. The City of Harrisburg reserves the right to cancel the privilege of consuming alcohol at City concerts at any time, for any or all individuals without cause. [Ord. 985 § 2, 2022; Ord. 904, 2012; Ord. 679 § 12, 1995.]

9.55.130 Liability.

All persons to whom an exclusive use permit has been granted must agree in writing to hold the City harmless and indemnify the City from any and all liability for injury to persons or property occurring as a result of the activity sponsored by permittee. Said persons will be liable to the City for any and all damages to parks, facilities and buildings owned by the City that result from the activity of permittee or are caused by anyone who participates in said activity. [Ord. 679 § 14, 1995.]

9.55.140 Flora.

No person other than a duly authorized City employee in the performance of his duty or persons participating in City-approved activities is permitted to dig, pick, remove, burn, destroy, injure, mutilate or cut any trees, plants, shrubs, blooms or flowers, or any portion thereof, growing in any park. [Ord. 679 § 15, 1995.]

9.55.150 Marking, injuring or disturbing any structure.

No person other than a duly authorized City employee in the performance of his or her duties is permitted to:

1. Cut, break, injure, deface or disturb any rock, building, cage, pen, monument, sign, fence, bench, structure, apparatus, equipment or property in a park.
2. Mark or place thereon any mark, writing or printing.
3. Attach thereto any sign, card, display or other similar device, except as authorized by permit issued by the City. [Ord. 679 § 16, 1995.]

9.55.160 Penalty.

Unless another amount or penalty is stated in this chapter, any person who violates any provision of this chapter will, upon conviction, be punished by a fine of not more than \$500.00, per occurrence, per day. Such penalty may be levied in addition to other administrative charges, civil penalties, or criminal penalties authorized by this Code or by State law. [Ord. 880, 2009; Ord. 679 § 17, 1995.]

9.55.170 Rules and regulations.

The Mayor and Council declare these rules and regulations to be necessary in order to have clean, attractive, well-maintained City parks.

You should help to keep this City a pleasant, safe and desirable place to live. The Mayor and Council have established and will enforce the following rules and regulations:

1. General Rules.
 - a. The parks are open for public recreation, as designated.
 - b. No peddling, soliciting or commercial enterprise is permitted in the park without a permit.
 - c. Disorderly conduct, noisy disturbances, or disregard of these rules and regulations will be grounds for your immediate removal from the park by law enforcement officials, authorized City officials or its designees.
 - d. Park participants will be held responsible for the conduct of and any damage to the park or its equipment caused by their children or by children whom they have actual control over.
 - e. Children under the age of eight must not be left unattended in the parks.
 - f. No person is permitted to consume or have in their possession any intoxicating beverage, narcotic, or controlled substance while in or upon the property of the parks.
 - g. Air rifles, BB guns, bows and arrows or other guns and dangerous objects may not be used in parks in the City.
 - h. No swimming is allowed on park property because lifeguards and suitable designated swimming areas are not provided.
 - i. No overnight camping is allowed on park property without a permit.
 - j. Interference with the use of a public facility that has been properly reserved is strictly prohibited.
 - k. Use of park facilities, structures, or equipment in a manner that does not align with its intended purpose is strictly prohibited.
 - l. The Mayor, Council and their employees will not be responsible for accidents, injuries or loss of property by fire, theft, wind, flood or other natural acts which are beyond their control. Equipment furnished on the grounds is solely for your convenience and used at your own risk.

- m. The Mayor, Council and their employees are not responsible for any personal injury to children or adults using playground equipment, or enjoying park amenities, such as large boulders or other natural items. Participants use the equipment at their own risk.
- n. You should immediately notify the City Hall or law enforcement officials of hazardous conditions in the parks or conditions which are in violation of these rules and regulations.

2. Automobiles and Motorized Vehicles.

- a. Vehicles must be parked in the designated areas. Vehicles parked elsewhere will be removed at the owner's expense without prior notice. No auto repairs are allowed anywhere at any time on park property.
- b. The speed limit in the park is 10 miles per hour and must be observed at all times, and drivers must be alert for children and pedestrians.
- c. Bicycles, roller skates, skateboards, and other types of nonmotorized vehicles must be used safely, without the possibility of injury to others and only in nonrestricted areas.
- d. Disturbing or careless operation of motorcycles, automobiles or other types of motor vehicles will be grounds for removal from the park and/or citation by the law enforcement officials.

3. Park Buildings and Facilities.

- a. Park buildings and facilities are provided for your convenience or pleasure. You have a responsibility to use the facilities with respect for others and to keep them neat and clean. Any irregularities should be reported immediately to the City.
- b. No pets are allowed in the park buildings at any time.

4. Animals.

- a. Except as allowed in HMC [9.55.100](#), no person is permitted to ride or lead any horse or pony in the park, except upon a roadway or designated parking area or designated bridle path.
- b. Pets are permitted in City parks (unless otherwise posted) only if they are on a leash that is five feet or less in length. Pets must be kept under supervision at all times and are not permitted to run at large or to commit any nuisance in the limits of the park.
- c. All fecal material left in the park by the pet or animal must be picked up, placed in a container, and removed from the park.
- d. Violation of these regulations will lead to the removal of both animal or pet and owner in addition to any other penalty permitted by law.

5. Solid Waste Disposal and Fire Protection.

- a. Your garbage and trash must be placed in the proper receptacles.
- b. No person is permitted to bring any non-park-generated garbage into the park for the purpose of disregarding or disposing of such garbage or other refuse.
- c. Fires are not permitted in any City Park unless allowed by permit issued by the City.

6. Vegetative Protection.

- a. No person other than a duly authorized City employee in the performance of his or her duty or person participating in City-approved activities is permitted to dig, remove, destroy, injure, mutilate, or cut any trees, plants, shrubs, blooms, or flowers, or any portion thereof, growing in the park.
- b. Trees and shrubs are not to be climbed, hung on, or used as poles for game nets or swings.
- c. Nothing can be posted on the trees or shrubs, nor can any nails, screws, or other foreign objects be driven into, tied to, or otherwise affixed to the vegetation.
- d. Activities that will damage the grass or flowers such as open fires or unauthorized digging are strictly prohibited.

7. Building Protection.

- a. No person is permitted to destroy, mutilate, deface, alter, or damage any building or structure in the park.
- b. Buildings or structures are not to be climbed, hung on, or used for games or swings.
- c. Nothing is permitted to be posted on any building or structure nor can any nails, screws, or other foreign objects be driven into, tied to, or affixed to any buildings or structures in the parks.
- d. Activities that will damage buildings or structures are strictly prohibited.

8. Such rules and regulations will be posted in each park, in a place conspicuous to the public.

9. Any other rules and regulations which the City Council deems necessarily for public safety may be established by resolution. [Ord. 906 § 1, 2012; Ord. 679 § 18, 1995.]

10. Violation of these regulations may result in trespass from park property for a time period set forth by the City Administrator.

9.55.180 Campground rules for parks.

The following are overnight camping rules:

- 1. No overnight camping without a permit.
- 2. No drinking of alcoholic beverages allowed in the park.
- 3. Age Limit. Any minors under 18 years of age must be accompanied by a responsible adult 21 years of age or older.
- 4. Maximum Stay. Maximum stay is determined by the City upon issuance of the permit and may only occur in designated areas.
- 5. In addition, all campers must abide by the posted rules and regulations for park use. [Ord. 679 § 19, 1995.]

9.55.190 Trespass.

Any law enforcement officer, City employee or designee may exclude any person who violates any provision of this chapter or any other applicable City ordinance, or any of the laws of the State of Oregon, from any or all City parks for a period as determined by the City Administrator.

1. Written notice will be given to any person excluded from any City park(s). Such notice will specify the dates and places of exclusion. It will be signed by the issuing party; warning of consequences for failure to comply will be prominently displayed on the notice.
2. A person receiving such notice may appeal to the Municipal Court Judge to have the written notice rescinded or the period shortened. An appeal must be filed with the City Hall within five business days of receiving notice.

This section is in addition to and not in lieu of any other ordinance or law. Trespass is a Class C misdemeanor. [Ord. 989 § 1 (Exh. A), 2023; Ord. 679 § 20, 1995.]

9.55.200 Emergency park closure.

1. The City Council delegates to the City Administrator the authority to declare an emergency and close City parks when doing so is necessary to protect the life, health, or safety of the park users or general public.
2. The authority delegated to the City Administrator under this section extends to any City owned park or to all City owned parks, as the emergency dictates.
3. For purposes of this section, conditions that constitute emergencies include, but are not limited to, floods, fires, utility service interruptions or failures, or similar dangers to persons and property.
4. The authority delegated to the City Administrator under this section provides the authority to keep the City parks closed to the public until the emergency abates.
5. A declared emergency may not last longer than two weeks unless extended by the City Council. [Ord. 985 § 1, 2022.]

EXHIBIT B

HMC Chapter 9.65 ILLEGAL CAMPING

Section 9.65.010: Purpose.

It is found and declared that:

1. The City has the right to regulate camping on public property.
2. Persons experiencing homelessness may need to use public property that is open to the public to sit, sleep, or lay down, but the City may regulate the time, place, and manner that these actions occur.
3. The use of the Public Rights-of-Way for sitting, sleeping, or laying down or storage of personal property can impede and obstruct that right-of-way from its intended use, and can create a hazardous situation, and/or imminent threat to life for the person who is using that Public Right-of-Way;
4. These regulations are meant strictly to regulate the use of public property, and are not intended to regulate activities on private property; and,

Section 9.65.020: Definitions.

As used in this Ordinance, the following terms and phrases have the meaning set forth in this Section:

1. "Camp" or "Camping" means to set up or to remain in or at a campsite, for the purpose of establishing or maintaining a temporary or permanent place to live/residence. Using or maintaining a fire or stove without other evidence of a temporary place to live/residence is considered camping.
2. "Campsite" means any place where any indicia of camping is placed, established, or maintained.
3. "Disposable Items" means items with no apparent value or utility or that are in an unsanitary condition.
4. "Established Campsite" means any campsite that has occupied one location or within a 300-foot radius of that location to the exclusion of the public for any period in excess of 24 hours.
5. "Indicia of Camping" Items or activities that may include, but are not limited to: any stove or fire or cooking activity outside of authorized areas; storage of personal belongings; use of tents, lean-tos, shacks, or any other temporary structures or any part thereof for living or storage of personal belongings; designation of an area in a manner to exclude other members of the public by maintaining, using or storing personal belongings or items. Bedding (such as blankets, sleeping bags, or other sleeping matter), by itself, is not indicia of camping.
6. "Parks Areas" means publicly owned grounds operated under the supervision of the City of Harrisburg, whether within or outside of the corporate limits of the City of Harrisburg providing outdoor passive and active recreation opportunities.
7. "Public Property" means any real property or structure owned, leased, or managed the City of Harrisburg, including public right-of-way and utility easements.

8. "Social Service Agency" means a public or private nonprofit organization providing direct assistance, usefulness, or care to individuals experiencing homelessness.
9. "Staying Warm and Dry" means using measures necessary for an individual to survive outdoors given the environmental conditions but does not include using any measure that involves fire or flame.
10. "Store" or "Storage" means to put aside or accumulate for use when needed, to put for safekeeping, to place or leave in a location.

Section 9.65.030: Illegal Camping

1. It is unlawful for any person to camp or create an established campsite in or upon a public right-of-way, park, sidewalk, alley, street, under any bridge, or any properties owned by the City of Harrisburg except as provided in Chapter 9.55, as amended, or by declaration of the City Administrator.
2. Measures taken by persons experiencing homelessness to stay warm and dry while sitting, sleeping, or lying down that are not camping in the areas designated by the City Manager for this purpose are not illegal camping.
 - a. Measures taken to stay warm and dry while sleeping or lying down within 100 feet from a riparian area or established wetland are strictly prohibited.
3. A violation of this section is a Class C Misdemeanor.

Section 9.65.040: Camping on private property without consent.

1. No person is permitted to camp on private property in a vehicle or in places not intended for that purpose, without the permission of the owner or person entitled to the possession thereof.
2. A violation of this section is a Class C Misdemeanor.

Section 9.65.050: Removal of Illegal Camps

1. Application
 - a. This policy applies to all city-elected officials, employees, volunteers, or contractors engaged in the removal of Unlawful Campsites from City-owned property.
 - b. In cases where an Unlawful Campsite is located within a crime scene, or the Linn County Sheriffs' Office or other law enforcement agency seizes property for reasons outside the scope of the camp cleanup, then standard law enforcement property and evidence control procedures must be followed.
2. Posting of Written Notice
 - a. The City Administrator, or authorized agents, must post a notice at the location of the Unlawful Campsite no less than seventy-two (72) hours prior to removing persons from an Unlawful Campsite.
 - b. The notice must:
 1. Be posted at all entrances to the Unlawful Campsite to the extent that the entrances can be reasonably identified;
 2. Notify those persons that they are maintaining an Unlawful Campsite and that the City intends to clear the Unlawful Campsite, and remove any persons there, on a specified date;
 3. Provide referral information and current contact information for local Social Service Agencies;

4. Inform the persons that any Personal Property retained as a result of the cleanup of the Unlawful Campsite will be stored at a facility located within the same community as the Unlawful Campsite for a period of thirty (30) days;
 5. Provide the location where the Personal Property will be stored, the time at which it may be picked up, and a phone number that individuals may call to arrange for pick-up;
 6. Confirm that Disposable Items retained as a result of the cleanup will be immediately discarded, and weapons, controlled substances other than prescription drugs, and items that appear to be either stolen or evidence of a crime will be turned over to law enforcement officials; and
 7. Be written in English and Spanish.
3. Exceptions to the Notice Requirement
- a. The notification requirements of Municipal Code Section 9.65.050.2.b do not apply:
 1. When the City reasonably believes that illegal activities other than Camping are occurring at an Unlawful Campsite; or
 2. In the event of an exceptional emergency at an Unlawful Campsite, including, but not limited to, possible site contamination by hazardous materials, a public health emergency, or other immediate danger to human life or safety.
4. Communication with Other Agencies
- a. Prior to posting the 72-hour notice, the City Administrator, or an authorized agent, must notify a local Social Service Agency of the City's intention to remove the Unlawful Campsite. Whenever feasible, the City Administrator will arrange for outreach workers from the local Social Service Agency to visit the Unlawful Campsite to assess the need for additional assistance in arranging shelter or providing additional care as needed.
 - b. The City Administrator may, at their discretion, request assistance from local law enforcement agencies in the removal and cleanup of an Unlawful Campsite.
5. Unlawful Campsite Cleanup and Storage Requirements
- a. All unclaimed Personal Property retained as a result of the cleanup of an Unlawful Campsite will be stored in an orderly fashion, keeping items that belong to an individual together to the extent that ownership can reasonably be determined. The City may, at its discretion, inventory, photograph, and bag all Personal Property prior to storing it.
 - b. All Disposable Items collected during the cleanup of an Unlawful Campsite must be disposed of in an appropriate manner.
 - c. Weapons, controlled substances other than prescription drugs, and items that appear to be either stolen or evidence of a crime must be turned over to law enforcement officials regardless of their condition.
 - d. Every effort will be made by the City Administrator to secure the health and welfare of any employee assigned to clear and/or clean an Unlawful Campsite and to utilize properly trained personnel with adequate equipment to manage the potential for exposure to hazardous and infectious materials.
 - e. The City employee, agent, or contractor managing the cleanup must store any unclaimed Personal Property at a facility located within the same community as the Unlawful Campsite for a minimum of thirty (30) days, during which time it must be reasonably available to any individual claiming ownership. Any Personal Property that remains unclaimed for at least thirty (30) days may be disposed of or donated to a 501(c)(3) nonprofit corporation.

- f. The City may, at its discretion, seek reimbursement for expenses incurred by the City in relation to the cleanup of an Unlawful Campsite, including expenses incurred in the removal and storage of Personal Property, from a person found to be maintaining an Unlawful Campsite. Any civil action to obtain reimbursement must be filed in the Linn County Circuit Court within twelve (12) months of the date of cleanup.

Section 9.65.060: City Administrator Authority.

The City Administrator is delegated the authority to adopt rules, regulations, and policies to implement reasonably objective time, place, and manner restrictions for sitting, lying, sleeping or keeping warm and dry outdoors on public property that is open to the public.

Agenda Bill

Harrisburg City Council

Harrisburg, Oregon

THE MATTER OF CONSIDERING A REQUEST FOR A MEMORIAL BENCH FROM KRISTA JOHNSON

STAFF REPORT:

Exhibit A: Council Policy 15-1.03: Memorials

Exhibit B: Letter from Krista Johnson

ACTION: FOR DISCUSSION- TBD

THIS AGENDA BILL IS DESTINED FOR: Agenda – June 13, 2023

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

STAFF RECOMMENDATION:

Staff recommends City Council Discuss and determine if they will allow a memorial request for Sarah King

BACKGROUND INFORMATION:

The City Council adopted a Memorials on Public Land Policy, No. 15-1.03 (**Exhibit A**) in 2015. In that policy, they established Designation Criteria as follows:

Memorials will be allowed to honor deceased persons who have:

- 1) Lived or worked within City limits for at least 5 years; and,*
- 2) Passed away within 5 years of the memorial request; and,*
- 3) Honorably served in the United States military; or,*
- 4) Served in the community by doing volunteer work over a period of at least five years.*

Harrisburg Citizen Krista Johnson recently lost her daughter, Sarah King, and her family would like to obtain a memorial in honor of her memory. (**Exhibit B**) Sarah and her family have lived in Harrisburg beyond the 5-year requirement, but because Sarah does not meet the remaining eligibility criteria, her family would like to request that the City Council approve a memorial request as allowed in Section No. 1 of Council Policy 15-1.03.

The request is for a bench in Riverfront Park. Riverfront Park is almost maxed out on the number of memorials that are allowed. There is available space for a Picnic Table north of the boat landing, and there is also a Bench that would be allowed at the end of 1st St., near Schooling St. If the City Council allows a memorial for Sarah King, her family can choose from these two options, or can choose to establish a bench in one of the other parks that the City has available, such as Priceboro Park, or Eagle Park.

REVIEW AND APPROVAL:

Michele Eldridge, City Administrator 06.04.23



CITY OF HARRISBURG

COUNCIL POLICY MANUAL

POLICY AREA 1 – GENERAL

CP 15-1.03 Memorials & Building Naming

Adopted: December 9, 2015

1.03.010 Purpose

The purpose of this policy is to outline the policy, approval criteria and process for designating memorials in city parks and city-owned properties, and for naming city buildings.

1.03.020 Background

The City has a memorial designation master plan for the Riverfront Park, including the type, number and location of memorial items that can be located in the park. Additionally, there are specific minimum criteria that need to be met in order for the memorial to be approved. As the City has grown and added more parks, there is an ability to expand the memorial designation program to other areas of the City, including the naming of City buildings. Finally, the City has been the recipient of bequests which have required the City recognize the financial contributions by memorializing the gift in some fashion.

1.03.030 Policy

1. The City will designate memorials in City parks and on City-owned property, other than City right-of-way, through an administrative review process in accordance with established criteria that emphasize community identity and service to the community. An applicant must submit a written request to the City Administrator regarding the type of memorial, proposed location, and a narrative addressing how the memorialized meets the designation criteria.
 - a. **Memorial Type** – Memorials included within this category are basic park amenities such as benches, picnic tables, light posts and trees. Plaques or nameplates will be used to identify the memorial item.
 - b. **Memorial Location and Number** – The location and number of memorials will be at the discretion of City Administrator and Public

Works Director, or as identified in Resolution 942 for Riverfront Park.

- c. **Designation Criteria** – Memorials will be allowed to honor deceased persons who have:
 - 1) Lived or worked within City limits for at least 5 years; and,
 - 2) Passed away within 5 years of the memorial request; and,
 - 3) Honorably served in the United States military; or,
 - 4) Served in the community by doing volunteer work over a period of at least five years.
- d. **Memorial Costs** – All costs associated with the purchase and installation of a memorial shall be the responsibility of the person or persons making the request. An estimated payment is required prior to ordering the memorial.
- e. **Memorial Maintenance** – The City will be responsible for maintenance of the memorial. Replacement of a memorial shall be at the sole discretion of the City.

Notwithstanding 1.c above, the City Council may, by its own motion, approve a memorial request made for a candidate who does not satisfy the criteria described above.

- 2. The City will consider requests to name land and buildings in memoriam through City Council decision in accordance with established criteria that emphasize community identity and service to the community. An applicant must make a written request to the City Council, and submitted to the City Recorder, identifying the land or building which they are interested in having the Council name in honor of the individual, family, or group. The written request must also demonstrate compliance with the designation criteria under subsection 1.03.030(1)(C), or meet the following:

- a. The individual, family, or group has made a significant financial contribution affecting the land, building, or amenity.

Notwithstanding the above, the City Council may, by its own motion, consider naming land or building in honor of an individual, family, or group.

- 3. Standards the City will follow in regards to park memorials are:

- a. **Riverfront Park Benches and Picnic Tables** – Benches and picnic tables in Riverfront Park shall be consistent with WAUSAU TF5064 Bench and WAUSAU TF3225 picnic table.
- b. **Other Benches and Picnic Tables** – Benches and picnic tables shall be consistent with the design and style of the ANOVA – landscape brand CTSBEN bench.
- c. **Trees and Light Posts** – The variety of a new tree is subject to approval by the City Administrator. Light posts shall be consistent with the Harrisburg Design and Action Plan.
- d. **Plaques and Nameplates** – These items may not exceed 70 square inches in size, and only one plaque or nameplate is allowed per memorial feature

1.03.040 Memorials are considered donations to the City, and all donations are solely owned by the City after installation.

1.03.050 Review and Update

This policy shall be reviewed every five years by the City Council and updated as appropriate.

Approved on 12/09/2015 (see Resolution #1122)

From: [Krista Johnson](#)
To: [Michele Eldridge](#)
Subject: Memorial bench
Date: Friday, May 26, 2023 2:37:44 PM

To Whom it may concern:

My family and I would like to request the honor of placing a memorial bench at a local park for our daughter Sarah King who recently passed. We would like to place a bench at the Riverfront park, because it was her favorite. If that is not a possibility we would like to do so at another location.

I've just learned that an ADA picnic area is being planned for the new Eagle park, and would be very happy to place something there as wheelchair accessibility was often her biggest obstacle. Will there be a play structure near that area, would a wheelchair swing and maybe a small plaque nearby be an option? She always wanted one, and we were not able to get one while she was alive.

She was a part of this community for most of her life. She was a student of the Harrisburg School District from 2006 until her graduation after extension to age 21 due to her disabilities in 2016. She did what volunteer work was available to her while she was in the Life Skills program at the High School, but her biggest contribution to this community was her ability to love everyone, and bring a smile to any face. Being in the public school system she taught many people about interacting with people who are different. She participated in the 6th grade band from 2006 until 2016 because it was the band level appropriate to her physical skills. She participated at 10 Gazebo concerts and enjoyed every one of them to the fullest extent possible. Most people that spent time in our schools during those years would recognize her and many would have rushed up to her to give her a hug.

I know that many people in our community will miss her, she brought a smile to every face she saw.

Thank you
 Krista Johnson
 541-952-9494

"How art thou out of breath when thou hast breath
 To say to me that thou art out of breath?"

— William Shakespeare, *Romeo and Juliet*

Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

Agenda Bill

Harrisburg City Council

Harrisburg, Oregon

THE MATTER OF A CONSIDERATION OF A REQUEST FROM CINDY KNOX FOR THE PROPOSED EAGLES NEST PLAYGROUND NEAR THE BASKETBALL COURT/TENNIS COURT

STAFF REPORT:

- Exhibit A: Email Request from Cindy Knox
- Exhibit B: Quote for Playground Area
- Exhibit C: MOU with the Harrisburg School District

ACTION: DISCUSSION TBD

THIS AGENDA BILL IS DESTINED FOR: Agenda – June 13, 2023

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

STAFF RECOMMENDATION:

Staff recommends discussion and determination if the City will contribute funds for a playground on School District Property

BACKGROUND INFORMATION:

Cindy Knox should be familiar to most City Council members, as she used to be a Parks Committee citizen member and has always been a champion behind Harrisburg projects. She is one of the main people working with the City to help improve the entrances of the City.

The Harrisburg Christian Church Outreach Team has been working on improving the area that used to have an old playground, located next to the tennis courts/basketball courts on School District property. The project has started out well in terms of gaining support from different groups, as shown in the request in **Exhibit A**. In addition to the School District, and a recent grant request, plus the Harrisburg PTA, and private employer service project scholarship, Cindy is requesting that the City be involved in the venture, as it is a true public partnership to provide a fun park space for the kids in this central area of town. **Exhibit B** shows the actual quote for the equipment, as well as a schematic of how the equipment would fit in this space.

As noted previously, the City has funds set aside for our own undeveloped parks systems, which are not adequate for full development of Eagle Park or Tadpole Park at this time. In addition, our existing parks are now slated for upgrades, as per the findings of the Parks Master Plan. The City has applied for a \$75,000 grant for the 1st phase of

Eagle Park, and will apply for a substantial grant in 2024. The City's SDC's can't be applied to property that is not owned by the City, and as noted previously, the Parks Maintenance fund is just adequate for upkeep of the existing parks. As was the case with the \$10,000 that was applied for the tennis court redevelopment, the City does have contingency funds in the General Fund that could be applied for this cause, if the City Council should feel that this is a worthy use of funds.

The budget document approved by the Budget Committee in May, has a contingency of \$257,750 in the General Fund; equal to roughly 10% of that entire fund. While 10% is always a goal for the general fund contingency line, the City Council can reduce this further if desired. Because we will be adopting the budget at the next work session, the Finance Officer can amend the proposed budget by the amount that is suggested by the City Council. (The \$10,000 provided to the Support the Courts Initiative was based in the current fiscal year.)

Staff suggests that if the City Council wishes to donate funds to this cause, that the amount remain somewhat low, but similar to the last donation made for a partnership parks project like this one. It's important to keep the bulk of our funds available for emergencies that might come up, and of course, we also have the water bond project funding gap to keep in mind. In addition, the MOU (**Exhibit C**) that was agreed upon during the last request, should be modified to include this parks improvement project as well. In order to have city funds applied, the park does need to be available for use by the general public outside of school use, and it's important to include that the school district will be responsible for any maintenance and upkeep of the new equipment and parks area.

If the City Council should feel this is a worthy project for donation, the suggested motion is below.

- Suggested Council Motion: *I motion to direct the Finance Officer to modify the approved budget document by an amount of \$_____, as discussed, and direct the City Administrator to modify the existing MOU with the Harrisburg School District.*

REVIEW AND APPROVAL:

Michele Eldridge Date
City Administrator

From: [Jeff Knox](#)
To: [Michele Eldridge](#)
Subject: Fwd: Harrisburg Playground Project
Date: Friday, June 2, 2023 11:49:34 AM
Attachments: [Quote 11137 D.pdf](#)
[Harrisburg 2D.pdf](#)

Good Morning Michele,

Attached is the quote for “Eagles Nest” Playground that we have started fundraising for Harrisburg School District property on Smith Street between the Basketball Court/Tennis Court and the Skate Park.

Harrisburg Christian Church Outreach Team has been working with the school district to improve this area for the past 2 years starting with the removal of the old, dangerous playground equipment in May of 2021, as well as replacing all of the old boards surrounding the courts. Last year, April of 2022, we landscaped the area in front of the tennis courts and this year we have started fundraising to replace the old playground structure with a new ADA compliant structure, along with a fitness area that the PTA and PE teachers at the school district thought would be useful.

Bryan Starr, Harrisburg School District Superintendent, and I, worked together to submit an application for a grant for \$16,000 through Trillium and Lane County Health and Human Services which is currently under review, and we were the only ones to apply for the grant so it looks promising. The Harrisburg School District has offered \$26,000 to complete the fundraising IF we can raise the remainder of the amount needed FIRST. Harrisburg PTA is on board to assist in fundraising efforts in which they proposed that we make a flyer with a donation QR code as well as a booth on July 4th during the kids games that will raise community awareness. My employer, Therapeutic Associates Physical Therapy, offers scholarships to employees who are working on community service projects that I will be applying for as well.

My hope is that the City of Harrisburg will come alongside us in this venture to improve a central location in our city, making it desirable for whole families to spend time together outside being active.

Thank you for your consideration,

Cindy Knox
Harrisburg Christian Church Outreach Leader



6/2/2023

NOTE OUR NEW ADDRESS:

WILDWOOD PLAYGROUNDS NW
3707 NE Columbia Blvd
PORTLAND OR 97211

503.288.5797
1.800.875.7529

Quote

Quote #
11137 D

Bill to:

Harrisburg Christian Church
601 Smith St
Harrisburg, OR 97446

A/P Contact: Cindy Knox
Ph#/Email: fort Knox97@gmail.com

Ship To:

Harrisburg Christian Church
601 Smith St
Harrisburg, OR 97446

On-Site Contact: Cindy Knox
Phone #: 541-736-6022

Quantity	Description	Unit Price	Ext. Price
1	PlaygroundEquipment.com (808498) - Huntsville Play System	\$45,014.00	\$45,014.00
1	3 Bay Arch Post Swing Set w/ 2 Strap Seats, 2 Bucket Seats, and 1 Adaptive Swing	\$6,117.00	\$6,117.00
1	Starship Orbiter	\$7,472.00	\$7,472.00
83	ParKurb Border and Stake, 12" x 4'	\$34.00	\$2,822.00
1	12" Full Length ParKurb Wheel Chair Ramp w/ Stakes	\$705.00	\$705.00
1	8' Rectangular Portable Picnic Table w/ Perforated Steel - Standard Coating	\$1,333.00	\$1,333.00
2	8' Bench with Back w/ Perforated Steel - Standard Coating	\$779.00	\$1,558.00
1	Ultra-Site Action Fit - Traditional Course 2.0; Consists of: Joint Use Pull-Up Station, T-Bar Station, Hurdles, Sit-up Station, Knee Lift Station, and Balance Beam Station	\$12,622.00	\$12,622.00
1	Swansons Wood Products - 350 cubic yards of dumped in EWF	\$11,415.00	\$11,415.00
1	Optional Add On A - Dispersal of 350 Cubic Yards of EWF via Blower Truck	\$3,850.00	
1	A West Pacific Contractors - Receiving, Unloading, and Installation of Playground and Fitness Equipment	\$30,395.00	\$30,395.00
1	PlaygroundEquipment.com Estimated Freight to 97446 An additional charge may be added for liftgate	\$8,150.00	\$8,150.00
1	Ultra Site Estimated Freight to 97446 An additional charge may be added for liftgate	\$1,855.00	\$1,855.00
1	Discount	-\$6,500.00	-\$6,500.00
<div> <p>Please Note: Any address changes after shipping will incur a reconsignment fee that is the customers responsibility</p> <p>50% Deposit due with order. Company check only. 50% Due 20 days after shipping. Quote is for materials and installation. Production lead time is currently 8-12 weeks.</p> </div>			

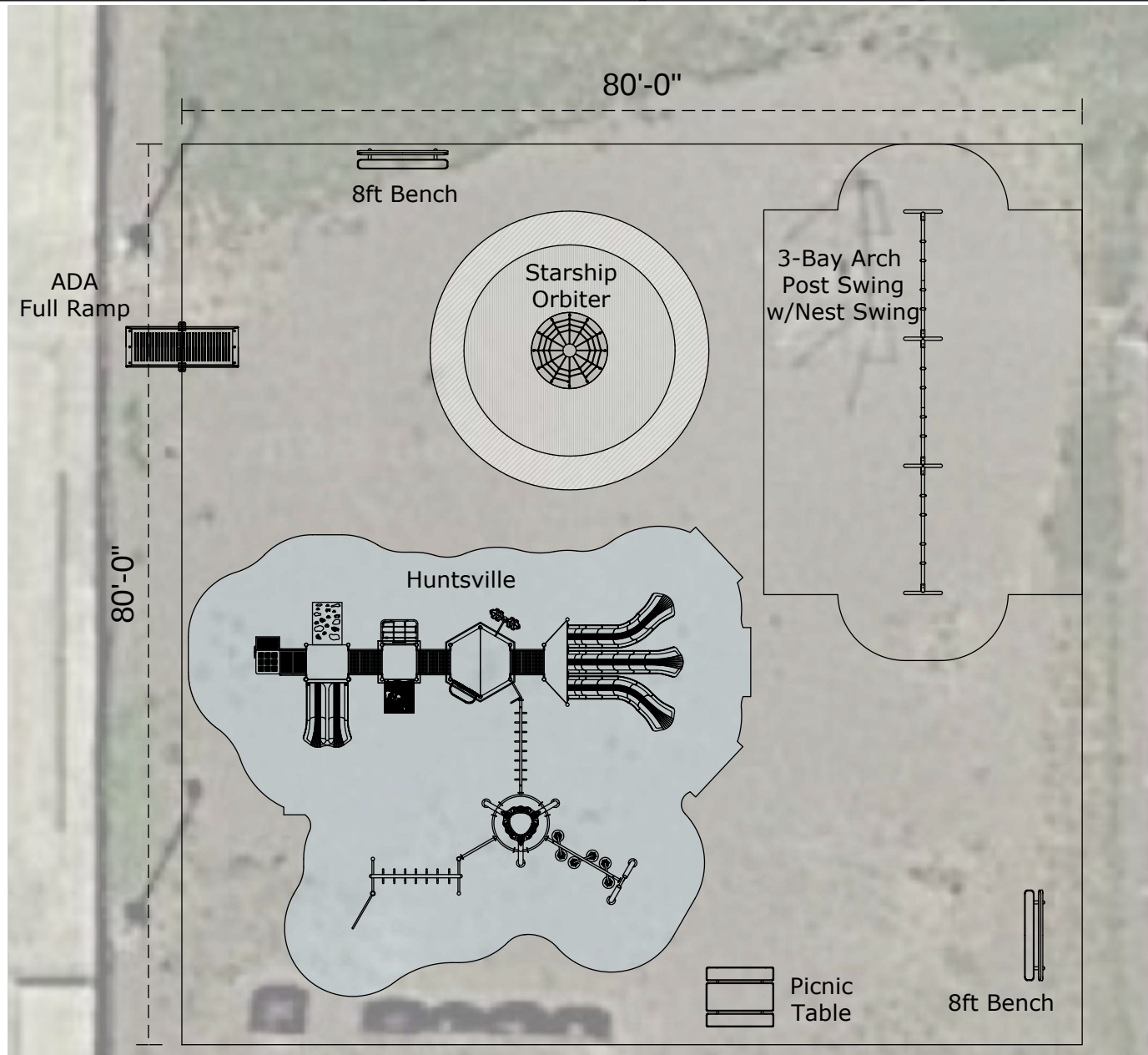
Quote is good for 30 days unless otherwise noted.

*****If for resale or tax exemption, please furnish Reseller Permit along with your signed quote.**

* Signature	Title	Date	Sale Amount	\$122,958.00
			Sales Tax	\$0.00
			Total Amount	\$122,958.00

Wildwood Playgrounds | Harrisburg Option 2

3.



Intergovernmental Agreement Between Harrisburg School District and the City of Harrisburg

WHEREAS, The Harrisburg School District is the owner of real property at the southwest corner of Smith St. and S. 6th St., across from Harrisburg Elementary School; and,

WHEREAS, Harrisburg Citizens have endeavored to raise \$25,000 or more in funds in order to refurbish and improve the Harrisburg Tennis Courts; and,

WHEREAS, The Harrisburg City Council wishes to donate funds towards the project, which will result in paid invoices for the project itself, with the understanding that the tennis courts/basketball court/pickleball courts will be available for the general public to use when not in use by the school district.

NOW, THEREFORE, the Harrisburg School District acknowledges that the City of Harrisburg is assisting the developers of the project, and the parties hereto acknowledge and agree as follows:

1. Reasonable and Prudent precautions shall be taken by the contractors to protect children and the public during construction
 2. Signage shall be posted at the courts complex that substantially states:
 - a. The courts complex is open to the public on days when classes are not in session, after 3:00 on regular school days, and 15 minutes after school is dismissed on other school days;
 - b. The use of the courts complex listed by priority, shall be limited to:
 - i. School activities including a tennis team, or basketball team.
 - ii. Events such as tournaments that have been approved by the City of Harrisburg or the Harrisburg School District.
 - iii. Tennis, Basketball and Pickleball
 - c. No bicycles, skateboards, rollerblades, or any other wheeled devices other than wheelchairs are allowed on court surfaces.
 - d. No glass containers shall be allowed.
 - e. No fireworks are allowed.
 - f. One hour time limit, unless no other member of the public is waiting to play;
- and,

g. Such other rules as the Harrisburg School District determines from time to time as appropriate.

3. After improvements are completed by the Citizens who are working on the project, the Harrisburg School District agrees to be responsible for future maintenance of the facility, including the landscaping.

Acknowledged and agreed to by:

City of Harrisburg

Harrisburg School District

By _____

By _____

Robert Duncan, Mayor

Jason Carothers, Chairperson

Date: _____

Date: _____

Agenda Bill

Harrisburg City Council

Harrisburg, Oregon

THE MATTER OF ADOPTING THE STRATEGIC PLAN FOR THE RURAL ECONOMIC ALLIANCE (REAL), AND CONTINUING OUR PARTNERSHIP WITH THE 9 CITY ECONOMIC DEVELOPMENT PARTNERSHIP

STAFF REPORT:

Exhibit A: REAL Strategic Plan 2023-2027

ACTION: MOTION TO APPROVE AND ADOPT THE 2023-2027 STRATEGIC PLAN FOR REAL

THIS AGENDA BILL IS DESTINED FOR: Agenda – June 13, 2023

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

STAFF RECOMMENDATION:
Staff recommends City Council Approve and Adopt the REAL 2023-2027 Strategic Plan

BACKGROUND INFORMATION:

The City of Harrisburg has been an active member of the Rural Economic Alliance, or REAL, since 2016. Originally known as the Mid-Valley Partnership, the City’s involved in this active partnership are Harrisburg, Adair Village, Lebanon, Brownsville, Sweet Home, Halsey, Monroe and Philomath. Tangent is a more recent addition to the partnership.

Members of MVP wrote grants in 2022 and 2023, in order to help develop marketing materials. Part of that process included branding. The process included a name change to the Rural Economic Alliance (REAL), and other marketing materials have been developed, including the creation of a new Website. This also means that we’ve updated, and created a new Strategic Plan, solidifying our efforts on becoming another regional Economic Development Organization, and improving the chances for active engagement with businesses that are interested in our regional area.

Each City Council is being asked to review, and adopt the REAL 2023-2027 Strategic Plan. Staff and another City Administrator from one of the other cities will provide the City Council with a brief overview of the Strategic Plan, and a presentation of the new website.

REVIEW AND APPROVAL:



06.05.23

Michele Eldridge Date
City Administrator

2023-2027

STRATEGIC PLAN | RURAL ECONOMIC ALLIANCE

Our mission: building a thriving business economy throughout our rural communities.

Five years into its journey, the Rural Economic Alliance (REAL) has taken shape as a resource and advocate for economic development in the rural communities of Linn and Benton counties. Looking ahead to the next five years, our ambition is to establish REAL more firmly, and to expand its impact.

This strategic focus will allow REAL, with its limited resources, to identify key areas in which we can achieve the greatest economic benefit for its member communities and the region.

The six areas outlined here are interconnected and overlap significantly. For example, land use is an important topic in both recruiting and retention, and marketing is essential to effective advocacy work.

In our region, economic development and community development are strongly intertwined. A thriving community is what attracts and retains the people who make businesses successful: employees, customers, and stakeholders. In turn, businesses provide the infrastructure and services that contribute to a community's vibrancy.

In addition to these specific areas of focus, we will continue to engage in ongoing efforts that strengthen the collaboration between our communities, such as resource sharing and knowledge exchange.

Planning in alignment with our core values.

Our core values as an alliance are **collaboration**, **resourcefulness**, **community**, **approachability**, and **initiative**. These values are reflected throughout this strategic plan.

Areas of Focus

1. Retention & Expansion

Ambitions:

Create conditions that make it possible for businesses to stay and expand in the REAL region.

Actions:

- Create a work plan for business outreach (focused by location or sector) to understand unmet workforce needs
- Develop strategies to address workforce development needs based on findings from business outreach
- Connect businesses to the local workforce development boards as well as the small business development center through LBCC
- Support existing businesses by sharing technical resources and providing available staff support to projects initiated by the business community
- Maintain and expand the REAL website as a hub of relevant business resources
- Facilitate connection between businesses for mutual support
- Work with the local chamber of commerce and other interested parties on identifying potential actions to proactively support growth in regional tourism-focused businesses, opportunities to attract visitors (such as community events), and other opportunities to bolster tourism
- Explore the possibility of creating a funding pool and microgrant program for small businesses

Success Indicators:

- Collection of stories of longevity and expansion
- Positive feedback from local business owners regarding REAL's assistance
- # of businesses in our communities staying steady or increasing year over year
- # of businesses engaged in conversations about workforce needs
- # of advising hours / clients seen by the SBDC

2. Recruitment

Ambitions:

Diversify the region's economic base by supporting attraction and recruitment of businesses to rural Linn and Benton counties.

Actions:

- Develop a recruitment strategy based on findings from business outreach
- Identify the types of business most needed in our communities so we can focus our recruitment efforts for each city as well as the REAL region
- Work with the Oregon Cascades West Council of Governments and other partners to coordinate regional recruitment efforts and strategies surrounding economic incentives
- Create a plan to implement economic incentives strategies and share it with traded-sector businesses looking to locate in rural Linn and Benton counties
- Work with Business Oregon's regional development officer to identify available resources and assets that may help attract traded sector businesses
- Share Business Oregon recruitment advertisements among REAL cities
- Ensure businesses are aware of incentives available to them locally

Success Indicators

- Positive feedback from the business community
- # of meetings held with the Oregon Cascades West Council of Governments
- Stories of individual businesses successfully relocating
- Increase in REAL responses to Business Oregon recruitment advertisements
- Marketing materials created and distributed

3. Land Use

Ambitions:

Remove barriers to productive use of land and maximize the limited supply of buildable land.

Actions:

- Create a region-wide inventory of available commercial and industrial buildings as well as buildable land to ensure the region has enough land zoned to provide industrial and commercial opportunities
- Periodically monitor land development and update the land use map to ensure sufficient land in each designation to accommodate expected growth and expansion
- For industrial land less impacted by wetlands where development is more feasible, work with land owners to get this type of land identified as shovel ready by Business Oregon and market these sites through Oregon Prospector
- Coordinate on wetland planning, mitigation, and development with regional, state, and federal agencies such as the Oregon Department of Environmental Quality, Oregon Department of State Lands, Army Corps of Engineers, and Oregon Cascades West Regional Consortium, with the purpose of developing industrial land where possible

Success Indicators:

- Creation of region-wide inventory of commercial, industrial, and buildable land
- Designation of shovel ready sites, or redevelopment of commercial sites for infill
- # of sites listed and maintained on Oregon Prospector
- Increase of site inquiries from Oregon Prospector
- Volume of buildable land and available properties in our communities
- # of businesses expanding through construction or move into available properties
- Stories of individual businesses moving into available properties

4. Entrepreneurship

Ambitions:

Support the founding of new businesses the REAL region.

Actions:

- Continue to collaborate with downtown associations, chamber of commerce, and regional partners to provide support to entrepreneurship, retention, and expansion efforts by serving as a clearinghouse for regional data and resources
- Partner with the SBDC through LBCC to facilitate training for entrepreneurs and small businesses
- Develop materials informing entrepreneurs about ways REAL can support their endeavors
- Identify affordable funding mechanisms to support entrepreneurs

Success Indicators:

- # of training participants
- Stories of individual entrepreneurs supported
- Informational materials published

5. Advocacy

Ambitions:

Move political action and funding toward the key priorities of rural businesses.

Actions:

- Create an advocacy plan to further the goals outlined in this strategic plan on behalf of our regional business community
- Advocate local and state governments for improvements to transportation, public schools, infrastructure, land use opportunities, among other existing and emerging needs of local businesses.

Success Indicators:

- REAL contribution to key conversations about legislative action that impacts regional businesses
- Funding acquired from government sources
- Stories of political decisions made that support local businesses

6. Marketing & Stakeholder Engagement

Ambitions:

Create brand recognition for REAL as well as for our rural communities as great places to live, to visit, or to start or expand a business.

Actions:

- Develop a marketing and communications program to engage the business community
- Identify marketing channels
- Develop brand talking points
- Develop marketing materials to advertise the REAL region with emphasis on items of industry interest
- Promote regional businesses and the many factors that contribute to quality of life in our region (e.g. amenities, natural beauty)
- Establish a streamlined process for sharing successes across our communities
- Tell our stories across different formats, e.g. video testimonials
- Develop regular reports on the service REAL provides, economic development successes, and regional indicators of economic growth to be shared with councils or in public relations efforts

Success Indicators

- Level of brand recognition for REAL, measured in survey in 2027
- Engagement with our stories and materials
- Level of engagement with our stories and materials, indicated by metrics including website visits and responses to social media posts.

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

THE MATTER OF REVIEWING THE DRAFT HMC 13.05 SEWER SYSTEM REGULATIONS IN THE CITY OF HARRISBURG

STAFF REPORT:

Exhibit A. Red-Lined Draft of Revised HMC 13.05

ACTION: FOR REVIEW AND DISCUSSION

THIS AGENDA BILL IS DESTINED FOR: Agenda – June 13, 2023

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

STAFF RECOMMENDATION:

Staff recommends Council review the changes made to the Sewer System Code HMC 13.05

BACKGROUND INFORMATION:

City staff has been steadily working on clarifications and updates to the Harrisburg Municipal Code in relation to Public Utilities and Service regulations. The Water System code was adopted in January, and the Sewer System code is the last major utility and service regulation left to update.

In this draft, we've combined HMC Chapters 13.05 and 13.10 into one chapter, making it easier for information to be found. Major changes to the code are updates to some of the definitions, stronger language in the Authority of the Utility, and other changes to match the regulations in relation to billing, delinquencies, etc., to what is listed in the water code. Because this covers more territory than the water ordinance, Council will find this a slightly longer code to review. If only minor changes (or none) are needed, then the ordinance can be brought to the next meeting for adoption.

REVIEW AND APPROVAL:



06.05.23
Michele Eldridge, City Administrator Date

Chapter 13.05 SEWER SYSTEM

Sections:

Article I. Definitions

[13.05.010 Definitions.](#)

Article II. Use of Public Sewers

[13.05.015 Description of service.](#)

[13.05.020 Unsanitary waste disposal.](#)

[13.05.030 Discharge of polluted water or sewage.](#)

[13.05.040 Privies, septic tanks, etc.](#)

[13.05.045 Authority of City Council to establish rates.](#)

[13.05.050 Sewer connections required.](#)

[13.05.055 Application for service.](#)

[13.05.060 Capping or closing of building sewers.](#)

[13.05.070 Declared health hazard.](#)

Article III. Connection Charges

[13.05.075 Deposits.](#)

[13.05.080 Connection to public sewer.](#)

[13.05.085 Handling of funds.](#)

[13.05.090 Connection charges.](#)

[13.05.093 Rendering of bills, responsibilities, delinquencies' and penalties.](#)

[13.05.095 Billing format.](#)

[13.05.100 Large water user.](#)

Commented [CS1]: NOTE : My intention with this is to combine 13.05 and 13.10 into one, I see no need to have two separate codes for sewer.

Commented [ME2R1]: Thanks Chuck; makes it easier for the consumer to find what they need.

[13.05.105 Multiple units.](#)

[13.05.110 Sewer extension.](#)

[13.05.113 Service connections and main extensions within City limits.](#)

[13.05.115 Service connections and main extensions outside City limits](#)

Article IV. ~~Private~~ Sewage Disposal

[13.05.120 Private sewage disposal systems.](#)

[13.05.130 Permits.](#)

[13.05.140 Sewer connections.](#)

[13.05.150 Sanitation.](#)

[13.05.160 Additional requirements.](#)

[13.05.170 Discontinuance of private system.](#)

Article V. Building Sewers and Connections

[13.05.180 Sewer connection permits.](#)

[13.05.183 Responsibility for equipment or damage](#)

[13.05.185 Appeals](#)

[13.05.190 Applications.](#)

[13.05.200 Installation costs – Indemnity of the City.](#)

[13.05.210 Separate services.](#)

[13.05.220 Old building sewers.](#)

[13.05.230 Specifications.](#)

[13.05.240 Building sewer connection.](#)

[13.05.250 Connection tee riser.](#)

[13.05.260 Building sewer size and slope.](#)

[13.05.270 Building sewer installation.](#)

[13.05.280 Building sewer testing.](#)

[13.05.290 Gravity flow – Lifting.](#)

[13.05.300 Surface drainage.](#)

[13.05.310 Inspection.](#)

[13.05.315 Discontinuance of service.](#)

[13.05.320 Excavations – Restoration.](#)

[13.05.325 City Certified Contractor requirements.](#)

Article VI. Discharges to the Public Sewers

[13.05.330 Discharges prohibited.](#)

[13.05.335 Temporary service or RV connections](#)

[13.05.340 Unpolluted drainage.](#)

[13.05.350 Prohibited substances.](#)

[13.05.360 Substances subject to Public Works Director’s approval.](#)

[13.05.370 Required waste controls.](#)

[13.05.380 Interceptors.](#)

[13.05.390 Industrial wastes – Manholes.](#)

[13.05.400 Special sampling – Analysis of wastes.](#)

[13.05.410 Special arrangements.](#)

[13.05.420 Preliminary treatment.](#)

[13.05.425 Interruptions in service](#)

Article VII. Protection from Damage

[13.05.430 Infiltration and inflow.](#)

[13.05.440 Damage to sewage works.](#)

Article VIII. Enforcement

[13.05.450 Right of entry.](#)

[13.05.460 Safety – Indemnification.](#)

[13.05.470 Easements.](#)

[13.05.480 Notice of violation.](#)

[13.05.490 Penalty – Separate violations.](#)

[13.05.500 Mischief.](#)

[13.05.510 Liability.](#)

[13.05.520 ~~Constitutionality~~ Constitutionality – Saving clause Severability.](#)

Article I. Definitions

13.05.010 Definitions.

Unless the context specifically indicates otherwise, the meaning of terms used in this chapter shall be as follows:

“BOD” (denoting biochemical oxygen demand) shall mean the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five days at 20 degrees centigrade expressed in milligrams per liter by weight.

“Building drain” shall mean that part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building sewers, beginning five feet (one and one-half meters) outside the inner face of the building walls.

“Building sewer” shall mean the extension from the building drain to the property line or right-of-way line and connection to the public sewer or other point of disposal.

~~“City” shall mean the City of Harrisburg, Oregon.~~ “City” means the City of Harrisburg, a municipal corporation of the State of Oregon.

“Combined sewer” shall mean a sewer receiving both surface runoff and sewage.

“Customer” means a person, corporation, association or agency receiving water or sewer service from the utility.

“Date of billing” means the date indicated on the utility bill, usually the day the utility bill is mailed last day of the month the meters are read, or the final bill date.

Commented [LR3]: This should be the same as the water ordinance.

Commented [CCT4R3]: Done.

Formatted: Strikethrough

“Domestic waste” means any wastewater emanating from dwellings.

“Engineer” shall mean the City Engineer of the City or his/her authorized deputy, agent, or representative.

“Equivalent ~~u~~User ~~u~~Unit (EUU)” means a volume of wastewater which incurs the same costs for operations, maintenance, and replacement as the average volume of domestic waste discharged from an average unit in the treatment works service area. For purposes of making this determination, the City shall utilize the metered water use records of the City of Harrisburg. A single EUU is equivalent to 748 gallons.

Commented [LR5]: Again, should be the same as the water ordinance.

Commented [CCT6R5]: Done.

“Finance Officer” means the Finance Officer of the City of Harrisburg or his/her supervisor.

“Garbage” shall mean solid wastes from the domestic and commercial preparation, cooking and dispensing of food, and from the handling, storage and sale of produce.

“Industrial wastes” shall mean the liquid wastes from any nongovernmental user of publicly owned treatment works identified in the Standard Industrial Classification Manual, 1987 Edition, Office of Management and Budget, as amended and supplemented under the following divisions:

- a. Division A – Agriculture, forestry, and fishing;
- b. Division B – Mining;
- c. Division D – Manufacturing;
- d. Division E – Transportation, communications, electric, gas, and sanitary services;
- e. Division I – Services.

A user in the divisions listed may be excluded if it is determined that it will introduce primarily segregated domestic wastes or wastes from sanitary conveniences.

“Main extensions” means extensions of collection pipelines, exclusive of service connections, beyond existing facilities.

“Mains” means collection pipelines located in streets, highways, public ways or private rights-of-way which are used to serve the general public.

“Natural outlet” shall mean any outlet into a watercourse, pond, ditch, lake, or other body of surface or ground water.

“New construction” shall mean a new structure constructed for the purpose of human occupancy, employment, recreation, etc., including placement of a manufactured home, or other similar dwellings.

“Operation and maintenance” means activities required to ensure the dependable and economical function of collection and treatment works.

a. “Maintenance” means preservation of functional integrity and efficiency of equipment and structures. This includes preventive maintenance, corrective maintenance, and replacement of equipment.

b. “Operation” means control of the unit processes and equipment that make up the collection and treatment works. This includes keeping financial and personal management records, laboratory control, process control, safety and emergency operation planning, employment of attorneys and consultants, payment of court costs and payment of any costs or fees reasonably associated with any of the above.

“Person” shall mean any individual, firm, company, association, society, corporation, or group.

“pH” shall mean the logarithm of the reciprocal of the weight of hydrogen ions in grams per liter of solution.

“Premises” means the integral property or area, including improvements thereon, to which sanitary sewer service is or will be provided.

“Private sanitary sewer system” shall mean any privy, privy vault, septic tank, cesspool, or other facility intended or used for the disposal of sewage on private property.

“Properly shredded garbage” shall mean the wastes from the preparation, cooking, and dispensing of food that has been shredded to such a degree that all particles will be carried freely under the flow and conditions normally prevailing in public sewers, with no particle greater than one-half inch (1.27 centimeters) in any dimension.

“Public sewer” shall mean a sewer in which all owners of abutting properties have equal rights and which is controlled by public authority.

“Public treatment works” means a treatment works owned and operated by a public authority.

“Public Works Director” shall mean the Public Works Director of the City of Harrisburg or his/[her](#)-authorized deputy, agent, or representative.

“Rate schedules” means the entire body of effective rates, rentals, charges and regulations as set forth in the resolution establishing fees and rates.

“Replacement” means obtaining and installing equipment accessories or appurtenances that are necessary during the design or useful life, whichever is longer, of the collection and treatment

works to maintain the capacity and performance for which such works were designed and constructed.

“Sanitary sewer” shall mean a sewer which carries sewage and to which storm, surface, and ground waters are not intentionally admitted.

“Service area” means the area in which the sanitary sewer service may be furnished at the utility’s option, and includes all that territory within the corporate limits of the City of Harrisburg and certain areas adjacent or in reasonable proximity thereto.

“Service connection” shall mean a public sewer which has been constructed to the property line or right-of-way line from a public sewer lateral or main for the sole purpose of providing a connection for the building sewer.

“Sewage” shall mean a combination of the water-carried wastes from residences, business buildings, institutions and industrial establishments, together with such ground, surface and storm waters as may be present.

“Sewage treatment plant” shall mean any arrangement of devices and structures used for treating sewage.

“Sewage works” shall mean City-owned facilities for collecting, pumping, treating and disposing of sewage.

“Sewer” shall mean a pipe or conduit for carrying sewage.

“Shall” is mandatory; “may” is permissive.

“Slug” shall mean any discharge of water, sewage, or industrial waste which in concentration of any given constituent or in quantity of flow exceeds for any period of duration longer than 15 minutes more than five times the average 24-hour concentration of flows during normal operation.

“Storm drain” (sometimes termed “storm sewer”) shall mean a sewer which carries storm and surface waters and drainage, but excludes sewage and industrial wastes, other than unpolluted cooling water.

“Suspended solids” shall mean solids that either float on the surface of or are in suspension in water, sewage, or other liquids, and which are removable by laboratory filtering.

~~“Temporary service” means a service for circuses, bazaars, fairs, construction work and similar uses that, because of their nature, will not be used steadily or permanently.~~

“User” means every person using any part of the public treatment works of the City of Harrisburg.

Commented [CCT7]: This was struck out in the Water Ord. Should it be in Sewer?

“User charge” means charges levied on all users of the City of Harrisburg sanitary sewer system.

“Utility” means the City of Harrisburg, a municipal corporation of the State of Oregon (Sanitary Sewer Department).

“Watercourse” shall mean a channel in which a flow of water occurs, either continuously or intermittently. [Ord. 935 § 1, 2015; Ord. 906 § 1, 2012; Ord. 716 § 1, 1996; Ord. 601 Art. I, 1991.]

“Wintertime average” is the average number of EUUs for the months of November, December, January, February, March and April. [Ord. 935 § 1, 2015; Ord. 906 § 1, 2012; Ord. 799 § 1, 2002; Ord. 732 § 1, 1997.] Residential customers, May-October, will be billed monthly based upon the lesser of their wintertime average or actual water used.

Article II. Use of Public Sewers

13.05.015 Description of Service and Design Requirements

1. Supply. The utility will exercise reasonable diligence and care to provide sanitary sewer service to the customer.

2. Classes of Service. All services installed by the utility will be classified as follows:

a. Residential within City limits.

b. Commercial/~~industrial within~~ Industrial within City limits.

c. Contract service.

d. Residential outside City limits.

e. Commercial/~~industrial outside~~ Industrial outside City limits.

f. Government (schools). [Ord. 732 § 2, 1997.]

3. It shall be the policy of the City of Harrisburg that all sewer flows into the collection system be metered. All flows shall be metered by an approved metering device on the properties water source or on the building sewer at the property line, at the property owner’s expense.

4. All sewer system infrastructures shall be adequate structural strength constructed and designed to minimize inflow and infiltration into the sewage works.

5. All conveyance system components will be designed in accordance with the rules and regulations of the Oregon Department of Environmental Quality and will adhere to Oregon Administrative Rules, Chapter 340, Division 52

6. A 10 foot horizontal separation between any sanitary sewer and an adjacent water line shall be provided at all times. This applies regardless of whether the sewer is below or above the adjacent waterline. Parallel water and sewer lines in the same trench will not be allowed. Wherever a water line and sanitary sewer must cross, the crossing angle shall be approximately 90 degrees with the sewer line being a minimum of 12 inches below the waterline.

7. Connections to sanitary sewer pipes shall be made with approved mechanical taps. Tee installations shall utilize solid sleeve gasketed couplers compatible with the size and type of pipe being joined. Core drilled holes shall be used for mechanical taps in all types of sanitary sewer pipe. Connections made to sanitary sewer pipe shall be water tight.

13.05.020 Unsanitary waste disposal.

It shall be unlawful for any person to place, deposit, or permit to be deposited in any unsanitary manner upon public or private property within the City, or in any area under the jurisdiction of said City, any human or animal excrement, garbage, or other objectionable waste. [Ord. 601 Art. II § 1, 1991.]

13.05.030 Discharge of polluted water or sewage.

It shall be unlawful to discharge to any natural outlet within the City, or in any area under the jurisdiction of said City, any unsanitary sewage, industrial wastes, or other polluted waters, except where suitable treatment has been provided in accordance with subsequent provisions of this chapter. [Ord. 601 Art. II § 2, 1991.]

13.05.040 Privies, septic tanks, etc.

Except as hereinafter provided, it shall be unlawful to construct or maintain a private sanitary sewer system within the corporate limits of the City or in an area under the jurisdiction of the City. [Ord. 716 § 2, 1996; Ord. 601 Art. II § 3, 1991.]

13.05.045 Authority of City Council to establish rates.

The City Council shall, by resolution, establish the sewer rates, including a surcharge when appropriate, on all users of the public sewer system. Such charges shall be used exclusively for the operation, maintenance, and repair of the sewer system; prorated employee costs; administration costs; and expenses of collection of charges imposed by this chapter. [Ord. 732 § 3, 1997.]

13.05.050 Sewer connections required.

1. When a City sanitary sewer line does become available to property which has not previously been connected to the City sanitary sewer, or property which had a declared health hazard, the property owner will be given 6 months~~365 days~~ to connect to the City sanitary sewer line

("available to the property" means property adjacent to a City right-of-way in which a sewer line is installed).

2. When a request for an extension of a sanitary sewer line is made to the City, the sewer line must be installed the full length of the street frontage of the property.

Exception. A waiver of remonstrance agreement may be accepted, after approval of the City Council, that the parcel will participate in future extension of sanitary sewer lines, when the following requirements are met:

a. A parcel has more than 300 feet of frontage along the right-of-way; and

b. The public sanitary sewer line is not immediately needed for the full length of the parcel to facilitate service to that parcel or other properties or to meet City of Harrisburg system needs. [Ord. 716 § 3, 1996; Ord. 601 Art. II § 4, 1991.]

13.05.055 Application for service.

~~1. Application. Each applicant for sewer service may shall be required to sign a form provided by the utility setting forth.~~ An application for sewer service is required for all new accounts. Each applicant for sewer service shall be required to sign a form provided by the utility setting forth:

Commented [LR9]: Keeping it the same verbiage as water.

- a. ~~The date of application. Name of the applicant/Business Name~~
- b. ~~The location of premises to be served. The date of application.~~
- c. ~~The date on which applicant will be ready for service. The location of premises to be served.~~
- d. ~~The address to which bills are to be mailed or delivered. The date on which applicant will be ready for service.~~
- e. ~~Whether the applicant is the owner or tenant of, or agent for, the premises. The address to which bills are to be mailed or delivered.~~
- f. ~~The name of applicant or business. Whether the applicant is an owner or tenant of, or agent for, the premises.~~
- g. ~~Such other information as the utility may reasonably request.~~

2. Property Owner Liability. In the event that the owner of the property rents ~~his~~their property to a tenant, it is necessary that the property owner sign an agreement provided by the City indicating that the owner is responsible for any unpaid utility bills for the property.

3. Contracts, other than applications, may be required prior to service, where in the opinion of the utility special circumstances warrant special consideration. [Ord. 814 § 1, 2003; Ord. 732 § 4, 1997.]

13.05.060 Capping or closing of building sewers.

Whenever houses and building connected to a public sewer are ~~abandoned or razed~~abandoned, ~~razed or a sewer line exists to a property with no structure~~, the owner of the property shall be

responsible for capping or closing the open building sewer connection to the public sewer. The building sewer on the owner's property shall be closed at the public/private property lines and at the owner's expense but shall be completed under City supervision and in conformity with City sewer requirements. If the owner fails to have the building sewer closed, the City of Harrisburg shall have the right to close sewer connections and to enter upon the property as warranted, for accomplishing such purpose. The expense of such closing shall be a debt due the City and lien upon the property and may be recovered by civil action in the name of the City against the property owner, the person, or both. [Ord. 601 Art. II § 5, 1991.]

13.05.070 Declared health hazard.

All property with structures or buildings normally used or inhabited by people located within the City, with a private sanitary sewer system and declared by the Oregon Department of Environmental Quality or the Linn County Health Department to contain conditions causing a danger to public health shall connect to the City sanitary sewer system to eliminate such health hazard within 365 days of declaration of a danger to public health. An existing septic system may be grandfathered in for purposes of this chapter, and may be repaired if desired. [Ord. 716 § 4, 1996; Ord. 601 Art. II § 6, 1991.]

Article III. Connection Charges

13.05.075 Deposit.

1. A deposit for sanitary sewer service ~~is~~ may be required when:

a. The premises has had no prior service; or

b. The premises has had a change in property ownership or tenants; or

c. The premises has a disconnection or service disconnected for delinquency or other violations. (Also see subsection (4) of this section.)

d. An established resident, whose deposit has been refunded, and has had all services terminated for a period longer than 30 days.

2. Establishment of Deposit Rate. The fee for a sewer deposit will be established by the resolution establishing fees and rates.

3. Refund of Deposit.

a. At an owner-occupied location, the deposit shall be refunded if payments have been made on a regular and timely basis for a period of two years, or after the account has been closed and any outstanding charges have been paid.

Commented [L10]: I would still like to talk about established customers who have a laps in having an active account longer than a certain period. 1 year?

Commented [CS11R10]: Not my department, should be discussed with you and billing super/?

Commented [CCT12R10]: Does D cover this?

Commented [ME13R10]: The language in D matches the language in the Water Ordinance HMC 13.15.060

b. At a renter-occupied location, the deposit shall be refunded after the account has been closed and any outstanding charges have been paid. refunded after the account has been closed and any outstanding charges have been paid. applied to the closing bill and then refunded accordingly.

5. Deduction of Sewer Use Fees. Prior to refund of deposit, as allowed by this chapter, the City shall first apply said deposit to any sum owed as a sewer use fee, before remitting any excess to the use upon termination of the account.

6. If a person is responsible for sewer service charges to the City of Harrisburg, as either a property owner, tenant or occupant, and the account is terminated with sewer service charges remaining unpaid, the City may withhold or discontinue service at any other location the person has, or wants, sewer services provided by the City of Harrisburg until the account is paid. [Ord. 898, 2011; Ord. 799 § 2, 2002; Ord. 793 § 1, 2002; Ord. 732 § 5, 1997.]

13.05.080 Connection to public sewer.

All houses, buildings or properties used for human occupancy, employment, recreation, or other purposes which are required to connect to the public sewer under the provisions of this chapter shall pay a connection charge for each separate service connection provided to the property. When one building sewer connection serves two or more buildings, each building shall pay a connection charge. [Ord. 601 Art. III § 1, 1991.]

13.05.085 Handling of funds.

1. Bills for sewer user charges shall be mailed to the address specified in the application for permit to make the connection unless or until the different owner or user of the property is reported to the City.

2. The City will deposit in the sewer fund all of the gross revenues received from charges, rates, surcharges and penalties collected for the use of the sewerage system as herein provided.

3. The revenues thus deposited in the sewer fund shall be used exclusively for operation, maintenance, and replacement; prorated employee costs; other administrative costs of such treatment works; and expenses of collection of charges imposed by this chapter.

4. Records of all assigned wastewater contributions forming the basis of the sewer use charges shall be kept on file with the City and shall be open for public inspection. [Ord. 906 § 1, 2012; Ord. 732 § 14, 1997.]

13.05.090 Connection charges.

Any person or persons desiring to connect to a public sewer in the City of Harrisburg shall first make application for a permit to the City ~~Recorder~~. Upon the receipt of the connection charge, equal to the cost estimate by the City Public Works Director, from the applicant, the City

~~Recorder shall, upon approval of the sewer committee, issue a permit for a service connection. The estimated connection charges shall be adjusted to actual cost after the connection is completed. The person making the application shall either reimburse the City for the extra costs or be reimbursed for excess estimated charges. [Ord. 935 § 1, 2015; Ord. 601 Art. III § 2, 1991.]~~

13.05.093 Rendering of bills, responsibilities, delinquencies, and penalties.

1. User charges shall be levied on all users of the City sewer system and a monthly utility bill shall be mailed. The sewer user charge for all property, whether occupied or unoccupied, shall begin on the day that connection is made to the City sewer system or on the first day of occupancy. Once the sewer user charge has commenced, no credit shall be given for vacancy unless it can be demonstrated that sewer service to that property from any and all sources has been discontinued, at which time the user charge shall be reduced to an account minimum maintenance charge equivalent to one EUU. The regular user charge shall be reinstated as soon as water service to that property from any source has begun. If the date upon which the user charge is commenced or altered does not fall on the first date of a billing period, the closing bill shall be based upon actual water usage.

2. Determination of Sewer Rates.

a. ~~Wintertime:~~ During the months of November through April, Residential customers shall be billed for sewer based upon the amount of water used. ~~during the months of November through April.~~

b. ~~Summertime:~~ During the months of May through October, Residential customers shall be billed based upon the lesser of (1) the amount of water used during the month or (2) their wintertime average. Sewer wintertime averages shall be effective May 1st of each year.

c. For these purposes, a church or other nonprofit organization with landscaping shall be billed as a residential customer if the ~~Finance Officer~~ Utility Billing Supervisor determines this to be reasonable and appropriate. ~~Sewer rates shall be adjusted effective May 1st of each year based upon the wintertime average.~~

~~ed.~~ Residential customers without a six-month wintertime average shall be billed based upon the lesser of:

(1) The amount of water used during the month; or

(2) A wintertime average based upon the length of time the customer has been at the residence if it is less than six months but not less than two months; or

(3) Based upon a presumed water usage of 2.81 EUUs per household resident who is at least six years old.

d. Nonresidential customers shall be charged for sanitary sewer service based upon the number of EUUs of water usage each month. However, if the customer provides information to the satisfaction of the City that more than 50 percent of the water consumed is not going into the

Commented [L14]: What is this? Currently it's the minimum rate. We are not following the code if it's one EUU....

Commented [CS15R14]: Taken from 13.10.60

Commented [LR16R14]: Did we want to change it to be minimum charge. We don't even have one EUU rate in Caselle for sewer.

Commented [ME17R14]: Updated Now

Commented [LR18]: I feel this is clearer and easier to understand.

Formatted: Superscript

Commented [L19]: Should this be the Public Works Director?

Commented [CS20R19]: Utility Billing Sup ? maybe

sanitary sewer system, then the City can charge for sanitary sewer services based upon one of these alternative billing methods:

(1) If it is possible to install a second meter (at the customer's expense) or use another method to more accurately determine the number of EUUs of water that are going into the sanitary sewer system, then this method may be used if it is found to be reasonable and appropriate to do so by the City; or

(2) If the City is satisfied that it is reasonable and appropriate to use the wintertime average, as used for residences, then this method can be used.

e. Sewer-only accounts shall be billed either:

(1) At the rate of 5.0 EUUs per household resident six years old or older; or

(2) Based upon the actual number of EUUs if a meter can be installed that the City concludes will more accurately reflect the number of EUUs to be charged for.

f. The sewer fee shall be doubled for customers located outside of the City but using City sewer services.

3. The user charge shall be calculated by multiplying the total number of EUUs for each customer by a constant cost factor set by a City Council resolution.

4. The utility bill shall be due and payable to the City, in full, no later than 20 days after the date of billing, and shall thereafter be considered delinquent and a lien against the premises served.

a. The City reserves the right to discontinue sanitary sewer system service to any customer whose account is delinquent 40 days after the date of billing.

b. The City shall notify the customer of the intent to discontinue service by written notice, in accordance with HMC 13.10.070.

5. In all instances where service has been discontinued, an administrative fee, set by resolution, shall be made for restoration of service.

6. Closing bills will be collected at the time of discontinuance of service and will be based upon the meter reading of actual water used. [Ord. 908, 2013; Ord. 907 §§ 1, 2, 2012; Ord. 906 § 1, 2012; Ord. 878 § 1, 2009; Ord. 827, 2005; Ord. 799 § 3, 2002; Ord. 782 § 1, 2001; Ord. 732 § 6, 1997.]

13.05.095 Billing format.

1. Utility bills shall be mailed ~~or delivered~~ monthly to customers and shall include:

a. The name and address of the person to whom the billing is being sent;

b. An account number;

c. The current charges, any past due charges, any payments, any adjustments and the total amount owing;

d. The service address location. ~~A statement that:~~

~~(1)2.~~ If the past due amount has not been paid on or before the tenth day of the month, then a shutoff notice will be ~~delivered to the premises~~ mailed to the resident and ~~the~~ property owner;

~~(2)a.~~ There will be a late fee assessed on the account. Late fees shall be established by resolution establishing fees and rates. ~~for delivering the shutoff notice;~~

~~(3)3.~~ Service may be discontinued if payment in full is not received by the City ~~by 9:00 a.m.~~ within the allotted date and time as stated, ~~on the second day after the delivery of on the~~ shutoff notice. ~~;-;~~

~~(4)4.~~ If service is discontinued, a shutoff fee will be charged.

a. Any ~~and~~

5.

(1) The deadline for making payment in order to avoid a shutoff;

(2) The address where payment can be made; and

(3) The past due amount and charges that must be paid.

~~2. In the event service is discontinued, a notice shall be left on the property stating that service has been discontinued until the delinquent account is paid in full.~~

13.05.100 Large water user.

In the event of a new service connection to the present sewer facilities of the City, or in the event of any extension of the sewer system to serve a user who may be a large water user, then and in that event, the Council as provided shall fix the connection charge to be paid by said sewer users, said Council to take into consideration the gallonage of water to be used by said business and any and all other factors which may affect the ultimate use of the sewage works of the City.
[Ord. 601 Art. III § 3, 1991.]

13.05.105 Multiple units.

1. Number of Services to Separate Premises. Separate premises under single control or management will each be supplied through individual service connections unless the utility elects otherwise.

2. Service to Multiple Units. Separate houses, buildings, living or business quarters on the same premises or on adjoining premises, under single control or management, may be served at the option of the applicant by either of the following methods:

a. Through separate service connections to each or any unit; provided, that the pipeline system from each service is independent of the others, and is not interconnected; or

b. Through a single service connection to the entire premises. The responsibility for payment of charges through a single service connection of approved capacity must be assumed by the applicant.

3. Changes in Customer's Equipment. Customers making any material change in the size, character, or extent of the equipment or operation utilizing sewer service, or whose change in operations results in a large increase in their sewer service, shall immediately give the utility written notice of the nature of the change and, if requested by the utility, amend their application. [Ord. 732 § 8, 1997.]

13.05.110 Sewer extension.

The City within its judgment may provide to that area or areas within the City not served by the sewage system, but desiring to be served by a sewer system, a public sewer. The City may also allow the owners of said area or areas to construct the sewer facilities on said properties all in accordance with plans and specifications as approved by the engineer of the City, and in accordance with plans and specifications approved by the State of Oregon Department of Environmental Quality and installed in a manner satisfactory to and approved by a person authorized to inspect and test said sewer installations in the City. In all those areas where expansion is done by private persons under the approval of the City, according to adopted City standards, the City and the person doing the work shall agree as to the time within which said sewer extension work shall be done and upon completion of said work and acceptance thereof by the City, said sewer mains, laterals, and connections shall be turned over to the City free and clear of any and all expenses for the construction and installation thereof. The person, persons, or company doing the work before turning over the sewers, mains and laterals to the City shall prepare a map or plat showing all of the property served by said facilities and lots, parts of lots, or parcels of ground actually connected to said sewers. Each of the owners of said lots, parts of lots, or parcels of land shall, when connecting to the sewer, pay to the City a connection charge for the type of property served as provided by City ordinances.

In the event a further expansion of the City sewer system ~~beis~~ made by the City itself, the connection charge shall be as said in this chapter.

It is further provided that all other properties served by said sewer installed, but which do not have a service connection running from the sewer mains or laterals to the property lines, shall, when connected up, pay a connection charge. [Ord. 601 Art. III § 4, 1991.]

13.05.113 Service connections and main extensions within City limits.

1. Service Connections.

a. The City may furnish and install a service of such size and at such location as the applicant requests, provided such requests are reasonable.

b. The utility shall have the absolute right to determine the size and all other matters in relation to main extensions. The service will be installed from the City sewer main to the curb line or property line to the premises, which may abut on the street, on other thoroughfares, or on a City right-of-way or easement.

c. Charges for connection fees will be set by the resolution establishing fees and rates.

2. Change in Location of Services. Services moved for the convenience of the customer will be relocated only at the customer's expense. The customer will be required to pay the utility the actual labor costs, plus materials used.

3. Ownership. The service connection, whether located on public or private property, is the property of the utility; and the utility reserves the right to repair, replace and maintain it, as well as to remove it upon discontinuance of service.

4. Charges for Service Pipes Connected without Permit. If premises are connected without the application prescribed in this chapter, City sewer service shall be immediately disconnected. A new connection shall only be made upon compliance with provisions of this chapter. Before a new connection is made, the applicant shall pay double the rate for the estimated quantity of sewer usage.

Commented [ME24]: In the Water Ordinance, we state that the applicant shall pay double the rate for the estimated water use. Should we state the same here, even though the sewer is charged based on water usage or winter average?

5. Abandoned and Nonrevenue-Producing Services. Where a service connection to any premises has been abandoned or not used for a period of one year or longer, the utility may cap the service connection. New service shall be provided only upon the owner making an application and paying for a new connection in the regular manner.

Commented [CS25R24]: Works for me.. We should be consistent, should the wording then be the same?

6. Leaking or Unused Services. Where there is a leak between the main and the private sewer line, the utility shall make all repairs free of charge. When a service pipe at the proper grade is damaged or destroyed by contractors or others, or where service pipes are destroyed by a person, contractor or company, they shall be responsible for such damage or destruction and shall pay the utility for the cost of repairing or replacing such pipes on the basis of the actual cost to the City in labor and in materials. [Amended during 2011 codification; Ord. 799 § 5, 2002; Ord. 732 § 15, 1997.]

13.05.115 Service connections and main extensions outside City limits.

1. The utility will not finance or construct sewer mains for residential, or commercial/industrial uses outside the City limits of Harrisburg, except in special circumstances outlined in this section. Individual service connections may be permitted, by option of the utility, on those mains owned and operated by the utility, outside the City limits. (The Council shall have the right to

reject such petitions and to enter into contract with the petitioners under such conditions as the Council may elect.)

All sanitary sewer service delivered outside the City limits shall be considered as a special service and shall not be extended except under unusual circumstances. The service may be discontinued when sufficiently justified by the utility. A finding that unusual circumstances exist shall be related to both of the following:

a. Public health need or the future viability of an existing industry; and

b. A determination that the provision of the sanitary sewer supply is vital to the operation of a particular use.

2. Sewer mains shall be constructed in accordance with the utility's standards and specifications, subject to inspection by the utility, with all necessary easements, rights-of-way, and permits to the utility. The utility will then own, operate and maintain the sewer main.

3. Applications and Rates. The City reserves the right to act on each application for outside-the-City service on its merits without regard to any other past or present application or service. If service is approved, the cost of service and connections will be listed in the applicable portion of the resolution establishing fees and rates. Sewer use rates will be double those for service to a similar customer inside the City limits.

4. Rules and Regulations.

a. All customers outside the City receiving sanitary sewer service from the utility shall comply with and be bound by the rules and regulations of the utility.

b. Individuals shall cooperate to a reasonable and practicable extent with other customers in the extension or enlargement of common facilities. [Ord. 732 § 16, 1997.]

Article IV. ~~Private~~ Sewage Disposal

13.05.120 Private sewage disposal systems.

Where a public sanitary sewer is not available under the provisions of HMC [13.05.050](#), the building sewer shall be connected to a private sewage disposal system complying with the requirements of the Oregon State Department of Environmental Quality and the Oregon Plumbing Speciality Code. [Ord. 601 Art. IV § 1, 1991.]

13.05.130 Permits.

Before commencement of construction of a private sewage disposal system, the owner shall first obtain a written permit from the Department of Environmental Quality of the State of Oregon or its authorized representative and a copy of said permit shall be filed with the City Recorder. [Ord. 601 Art. IV § 2, 1991.]

13.05.140 Sewer connections.

At such time as a public sewer becomes available to a property served by a private sewage disposal system as provided in HMC [13.05.120](#), a direct connection shall be made to the public sewer in compliance with this chapter, and any septic tanks, cesspools, and similar private sewage disposal facilities shall be abandoned and filled with suitable material, except as provided as follows or as the City Council shall otherwise permit. Where existing buildings are too low to be served by an available sewer, the existing septic tank facilities shall be maintained in use and, when so ordered by the City, approved pumping facilities shall be installed to pump the septic tank effluent into the available sanitary sewer system. [Ord. 601 Art. IV § 3, 1991.]

13.05.150 Sanitation.

The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times, at no expense to the City. [Ord. 601 Art. IV § 4, 1991.]

13.05.160 Additional requirements.

No statement contained in this article shall be construed to interfere with any additional requirements that may be imposed by the State of Oregon Department of Environmental Quality. [Ord. 601 Art. IV § 5, 1991.]

13.05.170 Discontinuance of private system.

When a public sewer becomes available, the building sewer shall be connected to said sewer within 180 days, and the private sewage disposal system shall be cleaned of sludge and filled with clean bank-run gravel or pea gravel. [Ord. 601 Art. IV § 6, 1991.]

Article V. Building Sewers and Connections

13.05.180 Sewer connection permits.

No unauthorized person shall uncover, make any connections with or openings into, use, alter, or disturb any public sewer or appurtenance thereto and no person, firm, or corporation shall make any connection to any part of the sewer system without first making application and securing a written permit from the City. All sewer connections shall be made to existing connection points or those installed on the public sewer by the City at the cost of person making the connection/permit application. [Ord. 601 Art. V § 1, 1991.]

13.05.183 Responsibility for equipment or damage.

The customer shall at ~~his~~their own risk and expense furnish, install and keep in good and safe condition all equipment that may be required for receiving and utilizing the sanitary sewer service. The utility shall not be responsible for any loss or damage caused by the improper installation of such sewer service or the negligence, want of proper care or wrongful act of the

customer or any of ~~their~~^{his} tenants or agents, in installing, maintaining, using or operating or interfering with such equipment. [Ord. 732 § 9, 1997.]

The customer shall be liable for any damage to equipment or property owned by the utility which is caused by an act of the customer, ~~his~~^{their} tenants or agent. Such damage shall include any damage to the sewer main, or appurtenances, that may result from hot water or steam from a boiler on the customer's premises. The utility shall be reimbursed by the customer for any such damage promptly on presentation of a bill. [Ord. 732 § 10, 1997.]

13.05.185 Appeals.

1. Should any user believe that he has been incorrectly assigned a number of EUUs, that user may apply for review of his/~~her~~ use of the sewer system. If it has been determined by the City that a user's wastewater contribution is incorrectly assigned, the City shall reassign a more appropriate value to that user and shall notify that user of such reassignment.

2. Appeal of the rate established by the City shall be made ~~in writing to the City within 90 days of the billing of said user fee. The City shall respond in writing within 90 days of receipt of the appeal. If the user wishes to appeal further, they shall request in writing that the City place their special appeal on the next scheduled regular City Council session. The decision of the City Council shall be final. [by the City Administrator or the City Administrators authorized representative. [Ord. 906 § 1, 2012; Ord. 732 § 19, 1997.]~~

Commented [ME26]: This now matches 13.15.290

Commented [CS27R26]: Perfect

13.05.190 Applications.

There shall be two classes of building sewer permits:

1. For residential and commercial service; and
2. For service to establishments producing industrial wastes.

In either case, the owner or ~~his~~^{his-~~the~~} agent shall make application to the City Recorder. The permit application shall be supplemented by plans, specifications, or other information considered pertinent in the judgment of the Public Works Director. Permit and inspection fees for a residential, commercial or industrial building sewer permit shall be paid to the City Recorder at the time of filing the application. [Ord. 935 § 1, 2015; Ord. 601 Art. V § 2, 1991.]

13.05.200 Installation costs – Indemnity of the City.

All costs and expense incidental to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the City from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer. [Ord. 601 Art. V § 3, 1991.]

13.05.210 Separate services.

A separate and independent building sewer shall be provided for every building; except, where one building stands at the rear of another or an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard, or driveway, the building sewer from the front building may be extended to the rear building and the whole considered as one building sewer. [Ord. 601 Art. V § 4, 1991.]

13.05.220 Old building sewers.

Old building sewers may be used in connection with new buildings or new building sewers only when they are found upon examination and testing by the Public Works Director to meet all requirements of this chapter. [Ord. 935 § 1, 2015; Ord. 601 Art. V § 5, 1991.]

13.05.230 Specifications.

The size, slope, alignment, materials of construction of a building sewer, and the methods to be used in excavating, placing of the pipe, jointing, testing and backfilling the trench, shall all conform to the requirements of the Oregon Plumbing Specialty Code and City of Harrisburg Standard Specifications or other applicable rules and regulations of the City. [Ord. 601 Art. V § 6, 1991.]

13.05.240 Building sewer connection.

The building sewer pipe shall be connected to a cleanout and cast-iron building drain near the building foundation. A special flexible, watertight adaptor shall be used in the connection to the building drain and the City sewer pipe at the sewer main or property line. All building sewer pipes shall be connected to an approved existing sewer main tee or a lateral extension provided by the City. At no time shall the owner or ~~his~~[their](#) representative make a direct connection to the public sanitary sewer main. [Ord. 601 Art. V § 7, 1991.]

13.05.250 Connection tee riser.

The first fitting at the connection with the public sewer and the building sewer at the property line or edge of the sewer easement shall be an approved testing tee provided by the property owner. The tee riser branch shall extend vertically from the building sewer to finished ground surface and shall be sealed with an approved watertight cap or plug. This riser shall be used for inserting a test plug for water-testing the building sewer and as an auxiliary cleanout. Backfilling around the riser shall be done in such manner so as not to damage the pipe. [Ord. 601 Art. V § 8, 1991.]

13.05.260 Building sewer size and slope.

The size and slope of the building sewer shall be subject to the approval of the City, but in no event shall the diameter be less than four inches. The slope of such four-inch pipe shall be one-quarter inch per foot or not be less than one-eighth inch per foot with the approval by the City Public Works Director. [Ord. 935 § 1, 2015; Ord. 601 Art. V § 9, 1991.]

13.05.270 Building sewer installation.

All excavation required for the installation of a building sewer shall be open trench work unless otherwise approved by the City Public Works Director. The building sewer shall be laid at uniform grade and in a straight alignment insofar as is possible. Changes in direction shall be made only with curved pipe no greater than 45-degree long radius bend. No 45-degree or 90-degree short radius elbow shall be used. A cleanout shall be placed outside the building where the building drain connects to the building sewer and at intervals not to exceed 100 feet in straight runs and for each aggregate change in direction exceeding 135 degrees. All pipe shall be laid on a four-inch granular base of three-quarter-inch-minus rock, pea gravel, fill sand, or combination thereof and the trench backfilled to at least six inches over the pipe with said material. No backfilling of the trench shall be done until approved by the City Public Works Director. [Ord. 935 § 1, 2015; Ord. 601 Art. V § 10, 1991.]

13.05.280 Building sewer testing.

The applicant for the building sewer permit shall notify the City when the building sewer is ready for inspection and connection to the public sewer. After final approval and testing of the building sewer by the City, the owner shall make the final connection to the building drain unless otherwise authorized by the City. A 30-minute internal, hydrostatic test will be required on all building sewers before connection is made to the building drain. All water, plugs and other facilities for making the test shall be furnished by the applicant or property owner's representative. The minimum head over the top of the building sewer pipe shall be three feet at its highest point and shall have a nil allowable leakage. [Ord. 601 Art. V § 11, 1991.]

13.05.290 Gravity flow – Lifting.

Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer at the property owner's expense. [Ord. 601 Art. V § 12, 1991.]

13.05.300 Surface drainage.

No person shall make connection of roof downspouts, exterior foundation drains, areaway drains or other sources of surface runoff or ground water to a building sewer or building drain which in turn is connected directly or indirectly to a public sanitary sewer. [Ord. 601 Art. V § 13, 1991.]

13.05.310 Inspection.

The applicant for the building sewer permit shall notify the Public Works Director when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the Public Works Director or his/her representative. [Ord. 935 § 1, 2015; Ord. 601 Art. V § 14, 1991.]

13.05.315 Discontinuance of service.

1. Nonpayment of Bills. A customer's sewer service may be discontinued if the utility bill is not paid in accordance with the procedures as listed in HMC 13.10.060.

2. Unsafe Apparatus.

a. The utility may refuse to furnish sewer service and may discontinue service to any premises where the sewer service lines are dangerous, unsafe, or are being used in violation of laws, ordinances or legal regulations.

b. The utility does not assume liability for inspecting the sewer apparatus on the customer's property. The utility does reserve the right of inspection, however, if there is reason to believe that unsafe or illegal apparatus is in use.

3. Service Detrimental to Others. The utility may refuse to provide sewer service and may discontinue service to any premises where excessive demands by one customer may result in inadequate service to others.

4. Fraud and Abuse. The utility shall have the right to refuse or to discontinue sewer service to any premises to protect itself against fraud or abuse.

5. Noncompliance. The utility may, unless otherwise provided, discontinue sewer service to a customer for noncompliance with any portion of this chapter, if the customer fails to comply within five days after receiving written notice of the utility's intention to discontinue service. If such noncompliance affects matters of health, safety, or other conditions that warrant such action, the utility may discontinue sewer service immediately.

6. Customer's Request for Service Discontinuance.

a. A customer may have his sewer service discontinued by notifying the utility reasonably well in advance of the desired date of discontinuance. The customer will be required to pay all sewer charges until the date of such discontinuance.

b. If a customer fails to notify the utility, the customer will be required to pay for sewer service from the date the utility has learned that the customer has vacated the premises, until the utility has discontinued service.

7. Restoration – Reconnection Charge. For requests of restoration and/or reconnection of sewer service, the City shall charge a fee as set in the applicable portion of the resolution establishing fees and rates. [Ord. 732 § 11, 1997.]

13.05.320 Excavations – Restoration.

All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the City. [Ord. 601 Art. V § 15, 1991.]

13.05.325 City Certified Contractor Requirements.

All contractors who work on any part of the City infrastructure shall be designated by the Public Works Director as a City Certified Contractor.

1. Contractors shall submit the following information to the Public Works Director to be considered for approval as a City Certified Contractor:

a. The Contractor, or Contractor's Supervisor on the project must have twelve months experience working on municipal projects with the same materials as those required by City standards. A reference letter from a municipality where work has been performed shall be submitted.

b. The Contractor shall have and submit an OSHA approved written safety policy or provide industry standard documentation of a satisfactory safety record.

c. The Contractor shall have and submit a current Oregon General Contractors License.

d. The Contractor shall have and submit current insurance bonds and or liability to cover the project amount.

e. All Contractor employees must be covered by workman's compensation.

f. An approved Contractor will remain a City Certified Contractor providing work is performed for the City within a 5 year period. The City can revoke the the privilege of City Certified Contractor at any time, for any reason. The Contractor may then reapply for the designation.

g. A newly approved City Certified Contractor shall be required to sign additional forms before any work on the City infrastructure can be performed.

Article VI. Discharges to the Public Sewers

13.05.330 Discharges prohibited.

No person shall discharge or cause to be discharged any storm water, surface water, ground water, roof runoff, subsurface drainage, uncontaminated cooling water, or unpolluted industrial process waters to any sanitary sewer. [Ord. 601 Art. VI § 1, 1991.]

13.05.335 Temporary service or RV connection.

No temporary service connections or RV dump connections shall be allowed unless granted in writing by the utility. If allowed for hardship reasons it shall only be for a documented short term and all domestic water to said connection must be metered by the City.

13.05.340 Unpolluted drainage.

Storm water and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as storm sewers, or to a natural outlet approved by the Public Works Director. Industrial cooling water or unpolluted process waters may be discharged, on approval of the Public Works Director, to a storm sewer or natural outlet. [Ord. 935 § 1, 2015; Ord. 601 Art. VI § 2, 1991.]

13.05.350 Prohibited substances.

No person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewers:

1. Any gasoline, grease, oils, paint, benzene, naphtha, fuel oil, or other explosive liquid, solid or gas.
2. Any water or wastes containing toxic or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any animals, create a public nuisance, or create any hazard in the receiving waters of the sewage treatment plant, including but not limited to cyanides in excess of two mg/l of CN in the wastes as discharged to the public sewer.
3. Any waters or wastes having a pH lower than ~~6.05-5~~ or higher than 9.0 or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the sewage works.
4. Solid or viscous substances in quantities or of such size capable of causing obstruction at the flow in sewers, or other interference with the proper operation of the sewage works such as, but not limited to, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, underground garbage, whole blood, paunch manure, hair and fleshing, entrails, and paper dishes, cups, milk containers, etc., either whole or ground by garbage grinders. [Ord. 601 Art. VI § 3, 1991.]

13.05.360 Substances subject to Public Works Director's approval.

No person shall discharge or cause to be discharged the following described substances, materials, waters or wastes if it appears likely in the opinion of the Public Works Director that such wastes can harm either the sewers, sewage treatment process or equipment, have an adverse effect on the receiving stream, or can otherwise endanger life, limb, public property or constitute a nuisance. In forming his opinion as to the acceptability of these wastes, the Public Works Director will give consideration to such factors as quantities of subject wastes in relation to flows and velocities in the sewers, materials of construction of the sewers, nature of the sewage

treatment process, capacity of the sewage treatment plant, degree of treatable wastes in the sewage treatment plant, and other pertinent factors. The substances prohibited are:

1. Any liquid or vapor having a temperature higher than 140 degrees Fahrenheit (60 degrees centigrade).
2. Any water or waste containing fats, gas, grease, or oils, whether emulsified or not, in excess of 100 mg/l or containing substances which may solidify or become viscous at temperatures between 32 and 150 degrees Fahrenheit (zero and 65 degrees centigrade).
3. Any garbage that has not been properly shredded. The installation and operation of any garbage grinder equipped with a motor of three-fourths horsepower (0.75 hp) or greater shall be subject to the review and approval of the Public Works Director.
4. Any waters or wastes containing strong acid iron pickling wastes or concentrated plating solutions, whether neutralized or not.
5. Any waters or wastes containing iron, chromium, copper, zinc, and similar objectionable or toxic substances; or wastes exerting an excessive chlorine requirement, to such degree that any such material received in the composite sewage at the sewage treatment works exceeds the limits established by the Public Works Director for such materials.
6. Any waters or wastes containing phenols or other taste- or odor-producing substances, in such concentrations exceeding limits which may be established by the Public Works Director as necessary, after treatment of the composite sewage, to meet the requirements of the State, Federal, or other public agencies of jurisdiction of such discharge to the receiving waters.
7. Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the Public Works Director in compliance with applicable State or Federal regulations.
8. Materials which exert or cause:
 - a. Unusual concentrations of inert suspended solids (such as, but not limited to, fuller's earth, lime slurries, and lime residues) or of dissolved solids (such as, but not limited to, sodium chloride and sodium sulfate).
 - b. Excessive discoloration (such as, but not limited to, dye wastes and vegetable tanning solutions).
 - c. Unusual BOD, chemical oxygen demand, or chlorine requirements in such quantities as to constitute a significant load on the sewage treatment works.
 - d. Unusual volume of flow or concentration of wastes constituting slugs as defined herein.

9. Waters or wastes containing substances which are not amenable to treatment or reduction by the sewage treatment processes employed, or are amenable to treatment only to such degree that the sewage treatment plant effluent cannot meet the requirements of other agencies having jurisdiction over discharge to the receiving waters.

10. Any waters or wastes containing suspended solids of such character and quantity that unusual attention or expense is required to handle such material at the sewage treatment plant.

11. Any noxious or malodorous gas or substance capable of creating a public nuisance, including the contents of septic tanks and cesspools, without written consent of the Public Works Director. [Ord. 935 § 1, 2015; Ord. 738 § 1, 1997; Ord. 601 Art. VI § 4, 1991.]

13.05.370 Required waste controls.

If any waters or wastes are discharged, or are proposed to be discharged, to the public sewers, which waters contain the substances or possess the characteristics enumerated in HMC [13.05.360](#), and which in the judgment of the Public Works Director may have a deleterious effect upon the sewage works, processes, equipment, or receiving waters, or which otherwise create a hazard to life or constitute a public nuisance, the Public Works Director may:

1. Reject the wastes;
2. Require pretreatment to an acceptable condition for discharge to the public sewers;
3. Require control over the quantities and rates of discharge; and/or
4. Require payment to cover the added cost of handling and treating the wastes not covered by existing taxes or sewer charges under the provisions of HMC [13.05.410](#). If the Public Works Director permits the pretreatment or equalization of waste flows, the design and installation of the plants and equipment shall be subject to the requirements of all applicable codes, ordinances and laws. [Ord. 935 § 1, 2015; Ord. 601 Art. VI § 5, 1991.]

13.05.380 Interceptors and Traps.

Grease, oil, and ~~sand~~-interceptors or traps shall be provided when, in the opinion of the Public Works Director, they are necessary for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand, or other harmful ingredients; except that such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be of a type and capacity approved by the Public Works Director and shall be located as to be readily and easily accessible for cleaning and inspection and shall be maintained by the owner, at his expense, in continuously efficient operation at all times. [Ord. 935 § 1, 2015; Ord. 601 Art. VI § 6, 1991.]

13.05.390 Industrial wastes – Manholes.

When required by the Public Works Director, the owner of any property serviced by a building sewer carrying industrial wastes shall install a suitable control manhole, together with such necessary meters and other appurtenances in the building sewer to facilitate observation, sampling, and measurement of the wastes. Such manhole, when required, shall be accessible and safely located and shall be constructed in accordance with plans approved by the Public Works Director. The manhole shall be installed by the owner at his expense and shall be maintained by him so as to be safe and accessible at all times. [Ord. 935 § 1, 2015; Ord. 601 Art. VI § 7, 1991.]

13.05.400 Special sampling – Analysis of wastes.

All measurements, tests and analyses of the characteristics of waters and wastes to which reference is made in this chapter shall be determined in accordance with the most recent edition of Standard Methods for the Examination of Water and Waste Water, published by the American Public Health Association, and shall be determined at the control manhole provided or upon suitable samples taken at said control manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the public sewer to the point at which the building sewer is connected. Sampling shall be carried out by customarily accepted methods to reflect the effect of constituents upon the sewage works and to determine the existence of hazards to life, limb, and property. (The particular analyses involved will determine whether a 24-hour composite of all outfall of a premises is appropriate or whether a grab sample or samples should be taken. Normally, but not always, BOD and suspended solids analyses are obtained from 24-hour composites of all outfall whereas pH is determined from periodic grab samples.) [Ord. 601 Art. VI § 8, 1991.]

13.05.410 Special arrangements.

No statement contained in this article shall be construed as preventing any special agreement or arrangement between the City and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the City for treatment, subject to payment therefor by the industrial concern. [Ord. 601 Art. VI § 9, 1991.]

13.05.420 Preliminary treatment.

Where preliminary treatment or flow-equalizing facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at his expense. Preliminary treatment will be required before its admission into the public sewers of any waters or wastes having:

1. A five-day biochemical oxygen demand (BOD) greater than 300 parts per million by weight; or
2. Containing any quantity of substances having the characteristics described in HMC [13.05.350](#); or
3. Containing more than 350 parts per million by weight of suspended solids; or

4. Having an average daily flow greater than two percent of the average daily sewage flow of the City;

shall be subject to the review and approval of the Public Works Director. The owner shall provide, at his expense, such preliminary treatment as may be necessary. Plans, specifications, and other pertinent information relating to the proposed preliminary treatment facilities shall be submitted for the approval of the Engineer and of the State of Oregon Department of Environmental Quality, and no construction of such facilities shall be commenced until said approvals are obtained in writing. [Ord. 935 § 1, 2015; Ord. 601 Art. VI § 10, 1991.]

13.05.425 Interruptions in service.

The utility shall not be liable for damage resulting from an interruption in service. Temporary shutdowns may be resorted to by the utility for improvements and repairs. Whenever possible, and as time permits, all customers affected will be notified prior to such shutdowns. The utility will not be liable for interruption, or for any loss or damage occasioned thereby, if caused by accident, act of God, fire, strikes, riots, war or any other cause not within its control. [Ord. 732 § 18, 1997.]

Article VII. Protection from Damage

13.05.430 Infiltration and inflow.

1. All property owners identified by the City as contributors to excessive or improper infiltration or inflow into the treatment works shall be advised of their infiltration and inflow problems.
2. All such situation properties shall be provided a 60-day grace period in which to correct the infiltration and inflow problems as identified, said 60-day grace period to extend from the date of notification. All infiltration and inflow problems corrected by the property owner shall be by a permit from the City and inspection by the City Public Works Director.
3. By the end of the 60-day grace period, each property owner shall notify the City of corrective actions that have been taken or are in progress, which actions shall be specified in the notification to the City.
4. A property owner failing to notify the City of corrective actions prior to the end of the 60-day grace period shall be subject to termination of service, without further notice, and water service, if provided by the City, shall be immediately discontinued and shut off until the violation shall have been corrected in accordance with Federal, State, and City regulations.

5. In the event any instance of excessive or improper infiltration or inflow into the treatment works of the City shall continue beyond the 60-day grace period, it is hereby declared that such continuing infiltration or inflow is a public nuisance and that the City shall have the right to abate such public nuisance, and to enter upon any private property within the City for such purpose. The cost of such abatement shall be a debt due to the City and may be recovered by civil action in the name of the City against the property owner, the person or both. An administration fee of \$250.00 or 10 percent of the cost, whichever is greater, shall be charged and collected by the City in addition to all costs of abatement. [Ord. 935 § 1, 2015; Ord. 601 Art. VII, 1991.]

13.05.440 Damage to sewage works.

No unauthorized person shall maliciously, willfully, or as the result of negligence on his or their part break, damage, destroy, uncover, deface, or tamper with any structure, facility, appurtenance, or equipment which is a part of the sewage works in the City. This does not apply, however, to any employee of the City during the time he is engaged in his official employment, nor to any person or persons authorized to work in any manner thereon. Any person violating this provision shall be subject to immediate arrest under charge of criminal mischief. [Ord. 601 Art. VIII, 1991.]

Article VIII. Enforcement

13.05.450 Right of entry.

The Public Works Director and other duly authorized employees or contractor of the City may enter any property for any purposes of inspection, observations, measurement, sampling and testing in accordance with the provisions of this chapter after obtaining permission from any person with authority over the property to grant it, or after obtaining a warrant. [Ord. 935 § 1, 2015; Ord. 906 § 1, 2012; Ord. 601 Art. IX § 1, 1991.]

13.05.460 Safety – Indemnification.

While performing the necessary work on private properties referred to in HMC [13.05.450](#), the Public Works Director or duly authorized employees of the City shall observe all safety rules applicable to the premises established by the company, and the company shall be held harmless for injury or death to the City employees, and the City shall indemnify the company against loss or damage to its property by City employees and against liability claims and demands for personal injury or property damage asserted against the company and growing out of the gauging and sampling operation, except as such may be caused by negligence or failure of the company to maintain safe and accessible conditions as required in HMC [13.05.390](#). [Ord. 935 § 1, 2015; Ord. 601 Art. IX § 2, 1991.]

13.05.470 Easements.

The Public Works Director and other duly authorized employees of the City bearing proper credentials and identification shall be permitted to enter all private properties through which the

City holds a duly negotiated easement for the purposes of, but not limited to, inspection, observation, measurement, sampling, repair, and maintenance of any portion of the sewage works lying within said easement. All entry and subsequent work, if any, on said easement shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved. [Ord. 935 § 1, 2015; Ord. 601 Art. IX § 3, 1991.]

13.05.480 Notice of violation.

Any person found to be violating any provision of this chapter shall be served by the City with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations. [Ord. 601 Art. X § 1, 1991.]

13.05.490 Penalty – Separate violations.

Any person who shall continue any violation beyond the time limit provided for in HMC [13.05.480](#) shall be guilty of a misdemeanor, and on conviction thereof shall be fined in an amount not exceeding the greater of (1) \$500.00, or (2) the penalty amount stated in OAR 340-012 for each violation. Each day in which any such violation shall continue shall be deemed a separate offense. [Ord. 906 § 1, 2012; Ord. 666 § 1, 1995; Ord. 601 Art. X § 2, 1991.]

13.05.500 Mischief.

1. It shall be unlawful for any person other than authorized City of Harrisburg personnel to tamper with any line or any appliances, equipment or other appurtenances to the City of Harrisburg sanitary sewer system.
2. Any developer, contractor, property owner, or private citizen who connects to the City sewer main without prior City approval and without City public works personnel on site at the time the connection is made shall be subject to having that service terminated, fined up to \$500.00, and required to pay for the City inspection of the work performed and any corrections required by the City Engineer.
3. Nothing in this section or chapter shall prevent a person in violation of this chapter from being prosecuted for criminal mischief under ORS Chapter [164](#). [Ord. 906 § 1, 2012; Ord. 749 § 1, 1998; Ord. 716 § 4, 1996; Ord. 601 Art. X § 3, 1991.]

13.05.510 Liability.

Any person or persons, as the result of violating any of the provisions of this chapter, causing any expense, loss or damage to the City shall immediately become liable to the City for the full sum of such expense, loss or damage. The City Council may, at its discretion, instruct the City Attorney to proceed against any such person or persons, in any court of competent jurisdiction, in a civil action to be brought in the name of the City, for the recovery of the full sum of any expense, loss or damage sustained by the City. [Ord. 601 Art. XI, 1991.]

~~13.05.520 Severability.~~

13.05.520 Constitutionality – Saving clause.

If any clause, sentence, paragraph, section, article or portion of this chapter for any reason shall be adjudged invalid by a court of competent jurisdiction, such judgment shall not affect, impair or invalidate the remainder of this chapter, but shall be confined in its operation to the clause, sentence, paragraph, section or portion of this chapter directly involved in the controversy in which judgment is rendered. [Ord. 732 § 21, 1997.]

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

6.

THE MATTER OF APPROVING THE CONSENT LIST

STAFF REPORT:

Exhibit A: City Council Minutes from April 25th, May 9th, and May 23rd, 2023

Exhibit B: Payment Approval Report for May 2023

Exhibit C: Planning Commission Minutes for January 17, 2023

Exhibit D: Municipal Court Collections Report May 2023

Exhibit E: Municipal Court Citation Report May 2023

ACTION: MOTION TO APPROVE THE CONSENT LIST

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

1. **The Minutes for the April 25th, May 9th, and May 25th, 2023 City Council Meeting**
 2. **The Payment Approval Report for May 2023**
-

THIS AGENDA BILL IS DESTINED FOR: Consent Agenda –June 13, 2023

STAFF RECOMMENDATION:

Staff recommends the City Council approve the consent list.

Building Permits:

May 2023: Submitted: 7

Issued: 7

New Homes: 0

Residential Valuation: \$0.00

Commercial Valuation: \$0.00

2023 YTD Valuation: \$930,142

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

Business Licenses Issued:

- **Southwest Advantage:** Solicitation License for Blanka Adamova. She will be selling Educational Products including books, apps, websites, and study guides for all ages.
- **Freedom Forever:** Solicitation License for Blake Douglas. He will be selling Solar Panels.
- **Commercial Truck Permit:** Issued to Troy Noel who resides at 908 Smith St.

Liquor License Renewal

Liquor Licenses are renewed prior to the start of each fiscal year. There have been no incidents this fiscal year from any of the businesses. The following businesses carry liquor licenses:

- American Market
- Casa Torero
- Dari Mart Store #20
- Dollar General Store #17223
- EZ Stop Market & Deli
- Gridiron Sports Bar & Grill
- Harrisburg Liquor
- Harrisburg Station & Eagle Market
- The New Golden Chopstix
- The Voo

Harrisburg Municipal Court:

- Collection Report (**EXHIBIT D**) for the month of May 2023 is \$5,895.40 which includes \$346.40 from collections.
- There were 31 citations issued in the month of May 2023 for a total of 37 offenses (**EXHIBIT E**). The citations included four Misdemeanor charges including Driving While Suspended Misdemeanor; Theft II; Theft III and Forgery II. There were two code enforcement citations issued to one defendant for Junk and Failure to Pay Utility Bill.

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

Harrisburg and HRA Budget Committee Chairperson: Randy Klemm

The Harrisburg and HRA Budget Committee meet on May 15, 2023. Those minutes are not yet available.

Next Scheduled Meeting: TBD

Library Board: Chairperson: Katherine Hansen

The Library Board did not meet in the month of May.

Next Scheduled Meeting: June 6, 2023

Personnel Committee: Chairperson; Kimberly Downey

The Personnel Committee did not meet in the month of May.

Next Scheduled Meeting: TBD

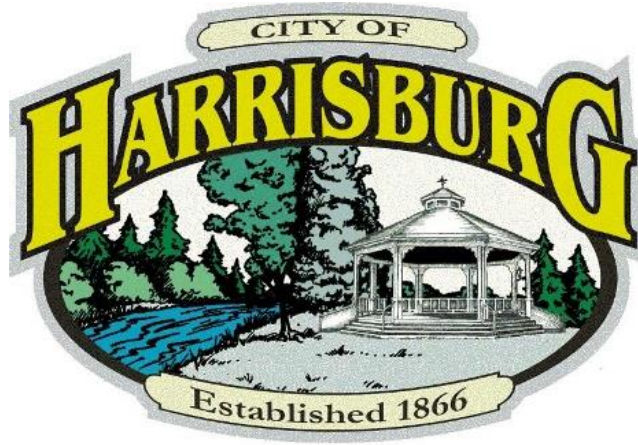
Planning Commission: Chairperson; Todd Culver

The Planning Commission did not meet in the month of May.

Next Scheduled Meeting: June 20, 2023

REVIEW AND APPROVAL:

Lori Ross 06/01/2023
City Recorder Date



City Council Work Session Minutes April 25, 2023

Mayor: Robert Duncan, Presiding
 Council President: Mike Caughey, Present
 Councilors Present: Adam Keaton, Randy Klemm, Kim Downey and Charlotte Thomas
 Councilors Absent: Robert Boese
 City Staff Present: City Administrator Michele Eldridge, Public Works Director Chuck Scholz, and Finance Officer/Deputy City Recorder Cathy Nelson,
 Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan at the hour of 6:32pm

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

PLAQUE PRESENTATION. Mayor Duncan thanked Councilor Adam Keaton for his service to the Harrisburg Council and community and presented him with a plaque.

Mayor, Robert Duncan left the meeting at 6:44pm. Council President, Mike Caughey, took over as chair.

THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO IF ONE IS AVAILABLE

STAFF REPORT: Lieutenant Hardy gave brief summary of the March 2023 report. LCSO worked with Newport to find a wanted fugitive in Harrisburg. Crimes against feed stores are up, the theft involves buying alfalfa or other products and then canceling the card upon leaving the establishment. Hardy requested the access road to Eagle Park be fixed.

- Eldridge asked of the 72-hour required posting for camp removal started at the time of the called in complaint or when physically contacted by LCSO. Hardy replied that the time starts for the actual posting of the notice to trespassers.
- Klemm noted the mental health calls in the report. He asked what resources were available. Hardy said that LCSO participates in the 988 plan, which is similar to 911 for mental health issues. They also have access to the LCMH Crisis Task Team.
- Thomas asked if the caller requesting a welfare check could get a follow-up with the results. Hardy stated they could, and they try to as long as it is safe for both parties.

April 25, 2023

THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM THE COBURG POLICE DEPARTMENT IF ONE IS AVAILABLE

STAFF REPORT: Officer Mike Lee gave summary of the Coburg 2023 1st Quarter Stats Report. They have started to track written warnings as per the previous meeting's request. Most of the warnings were given to speeders. Lee pointed out that weather tends to drive citations. People generally don't drive when it is stormy.

THE MATTER OF THE DISCUSSING THE HARRISBURG FISCAL YEAR 2021-2022 AUDIT REPORT WITH THE AUDITOR, STEVE TUCHSCHERER

STAFF REPORT: Nelson introduced Steve Tuchscherer who presented the Harrisburg Audit report for the fiscal year 2021-2022. Tuchscherer apologized for being two (2) months behind on finishing the audit due to fewer auditors doing municipal audits creating a very heavy workflow. He stated that there were no significant issues. The city's internal controls are adequate, and separation of duties are as best as can be due to the limited number of staff. The council is doing a good job of monitoring the level of internal controls. There is no indication of fraud, and the cash receipts process meets requirements. Tuchscherer noted the newer two (2) funds and warned about trying to manage too many funds at once. He also pointed out that the financial reporting blends all funds together except for utility funds. He suggested possibly combining water, water reserves and water SDC funds and the sewer, sewer reserve and sewer SDC funds.

- Caughey said he was happy to hear the city was in good shape.
- Downey **motioned to approve the City's fiscal year 2021-2022 audit report, as presented by the Auditor Steve Tuchscherer, and was seconded by Klemm. The motion passed by a vote of 5-0.** (Yes: Caughey, Downey, Keaton, Klemm and Thomas. No: None.)

City Council recessed at 7:11pm to begin the HRA Board Meeting and returned from recess at 7:22pm.

THE MATTER OF A DISCUSSION IN EXECUTIVE SESSION UNDER ORS 192.660(1)(2)(H), "TO CONSULT WITH COUNSEL CONCERNING THE LEGAL RIGHTS AND DUTIES OF A PUBLIC BODY WITH REGARD TO CURRENT LITIGATION OR LITIGATION LIKELY TO BE FILED." IN RELATION TO ESTABLISHING OBJECTIVELY REASONABLE TIME, PLACE AND MANNER (TPM) RESTRICTIONS IN RELATION TO CAMPING AND T SITTING, SLEEPING, AND LYING DOWN ON PUBLIC PROPERTY IN HARRISBURG

The Mayor declared an Executive Session as per ORS 192.660(1)(2)(h) at the hour of 7:23pm.

The City Council exited the Executive Session at the hour of 8:44pm and returned to the City Council Work Session.

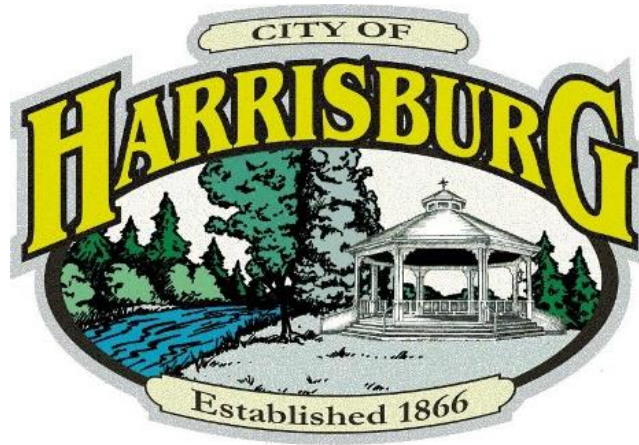
OTHER ITEMS

- Eldridge notified the council of upcoming meeting with the Regional Solutions Team (RST) and executive staff.

With no further discussion, the City Council Work Session adjourned at the hour of 8:49pm.

Mayor

City Recorder



City Council Business Meeting Minutes May 09, 2023

Mayor:	Robert Duncan, Absent
Council President:	Mike Caughey, Absent
Councilors Present:	Kimberly Downey, Robert Boese (via phone), Randy Klemm, and Charlotte Thomas
Councilors Absent:	None (one vacant position)
Staff Present:	City Administrator Michele Eldridge, Public Works Director Chuck Scholz, Finance Officer/Deputy City Recorder Cathy Nelson, and City Recorder/Municipal Court Clerk Lori Ross
Meeting Location:	Harrisburg Municipal Center Located at 354 Smith St

CALL TO ORDER AND ROLL CALL. Due to the absent of both Mayor Robert Duncan and Council President Mike Caughey, Councilor Kim Downey called the meeting to order at the hour of 6:32pm.

Klemm **motioned to appoint Kim Downey as Pro-Tem Council President and was seconded by Thomas. The motion passed by a vote of 4-0.** (Yes: Klemm, Thomas, Boese, and Downey. No: None.)

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

THE MATTER OF A PROCLAIMING MAY 2023 AS MENTAL HEALTH MONTH IN HARRISBURG

STAFF REPORT: Downey introduced Dick Knowles with the Linn County Mental Health Advisory Board prior to reading the Proclamation naming May as Mental Health Month in Harrisburg. Knowles noted the importance of mental health awareness.

May 09, 2023

THE MATTER OF HARRISBURG PUBLIC LIBRARY OUT OF CITY LIMIT STUDENT CARD PROGRAM

STAFF REPORT: Nelson introduced Librarians Amanda Pelkey and Edie Carter. Pelkey commented that this program was developed to give students more access to materials not available by the school district.

- Klemm asked who qualified and Pelkey stated all students in the Harrisburg School District, including private and home schools, ages 5-18. Pelkey further stated this program will allow ten items to be checked out at a time, only books and only materials belonging to our Library, not the consortium.
- Nelson pointed out the District Boundary on page 11 of the agenda.
- Thomas asked if students live in other cities, do they qualify, and Nelson replied yes. Thomas also asked what the projected increase would be and Pelkey replied 25-30 students.
 - Boese **motioned to approve the Out of City Limit Student Card Program to be effective immediately and was seconded by Klemm. The motion passed by a vote of 4-0.** (Yes: Klemm, Boese, Thomas and Downey. No: None.)

THE MATTER OF REVIEWING A DRAFT FRANCHISE AGREEMENT WITH BNSF RAILROAD FOR THE 4TH ST. - RAIL IMPROVEMENT PROJECT

STAFF REPORT: Eldridge reviewed the staff report. Some of the highlights included:

- This is the 3rd draft that was put together by City Attorney, Jim Brewer, which was then reviewed by Eldridge and the department heads.
- BNSF wanted a 25-year franchise agreement, but the City kept it at 20yrs.
- Eldridge noted, during the construction of the track, when the track is not usable, their franchise fee will be prorated.
- The attorneys for BNSF will be reviewing the draft and it will come back to Council after, hopefully in June as the current MOU expires June 30th, 2023.
- Once signed, the City will hold a town hall meeting so residents can ask questions about the project.
- Eldridge is currently looking into federal grants to help with the project.
- No further discussion.

THE MATTER OF APPROVING AN INTERGOVERNMENTAL AGREEMENT (IGA) TO JOIN THE SMALL MUNICIPALITY ADVOCACY COALITION (SMAC)

STAFF REPORT: Eldridge reviewed the staff report. Some of the highlights included:

- Eldridge noted the financial agreement is the sole responsibility of each municipality.
- Agreements will be sent to each City and each City can drop Tate Public Affairs at any time but will still be able to be a part of SMAC.
- No further questions from City Council.
 - Klemm **motioned to authorize the Mayor to sign the IGA on behalf of the City of Harrisburg and was seconded by Thomas. The motion passed by a vote of 4-0.** (Yes: Klemm, Boese, Thomas and Downey. No: None.)

THE MATTER OF DISCUSSION IN RELATION TO RV'S AT THE WASTEWATER FACILITY

STAFF REPORT: Eldridge reminded Council this was first brought to their attention at last month's work session after she received a complaint from a resident. She reviewed the staff report. Some of the highlights included:

May 09, 2023

- She noted the importance of keeping our facility safe from possible terrorism as our plant is upstream from Corvallis, Adair Village and Albany. Eldridge felt Scholz living at the facility gives the City that protection.
- Our Emergency Response Plan states the infrastructure should be fenced and locked.
- A six-foot fence surrounding the property would be at a cost exceeding \$213,000, which at this time is unaffordable.
- City Attorney Jim Brewer stated the importance of having an agreement, allowing Scholz to be living out at the property and the City should be charging rent which could be as little as \$1 per month. Brewer stated that the agreement will indicate the dos and don'ts allowed at the property.
- Scholz stated there are two RVs parked at the City property and they both belong to him.
- Klemm asked when the resident submitted his complaint, if the City gave him the information that we have available. Eldridge responded that at that time, she didn't have the information they have now and realizes this should have been brought to Council back in 2018.
- Downey, Boese and Klemm don't have any issues with Scholz living at the City property for a fee of \$1 per month. Thomas asked that any future dealings with this type of concern be handled through the City Administrator or the Public Works Director.
- No further discussion.

THE MATTER OF APPROVING THE CONSENT LIST

STAFF REPORT: No concerns or comments.

- Thomas **motioned to approve the consent list and was seconded by Klemm. The motion passed by a vote of 4-0.** (Yes: Klemm, Boese, Thomas and Downey. No: None.) Motion to approve the consent list approved the following:
 - **The Minutes for the April 11, 2023 City Council Meeting**
 - **The Payment Approval Report for April 2023**
 - **Approve the Out of State Travel for Lori Ross to attend the Professional Development 1 being held in Tacoma Washington**

CITY ADMINISTRATOR VERBAL REPORT

False Alarms: Eldridge asked City Council if they would like her to start a false alarm program due to the high volume of false alarms shown in the monthly LCSO reports noting the person cited could receive a fine.

- Nelson stated there were 13 false alarms calls last month.
- Thomas asked if LCSO is required to respond to all alarm calls and Eldridge replied yes.
- Klemm commented that Eugene has a false alarm policy in place.
- Thomas mentioned reaching out to businesses to inform them of the potential enforcement and if that doesn't work, bring it back to Council.

Eagle Park Work Party: Eldridge informed Council the first work party is set for Saturday, May 13th from 9:30am to 2:30pm.

HB 5030-Capital Construction: Eldridge thanked Klemm for testifying last Friday on behalf of the City.

REAL Promotion: Eldridge informed Council REAL will be attending a future meeting. The City will also be applying for a RARE student from the University of Oregon.

Vacation: Eldridge will be taking vacation beginning May 24th. She will also be attending a conference in Long Beach, California from June 7th to the 10th.

May 09, 2023

Republic Services: The annual clean up day is scheduled for Saturday, June 24th from 9am to 2pm at the high school. More information available soon. Eldridge also noted Republic Services will be donating \$1,000 again this year towards Summer Sounds.

With no further discussion, the City Council Business Meeting adjourned at the hour of 7:57pm.

Mayor

City Recorder

UNAPPROVED



City Council Work Session Minutes May 23, 2023

Mayor:	Robert Duncan, Presiding
Council President:	Mike Caughey, Present
Councilors Present:	Kimberly Downey, Robert Boese, and Randy Klemm
Councilors Absent:	Charlotte Thomas and Vacant Position
Staff Present:	City Administrator Michele Eldridge, Public Works Director Chuck Scholz and City Recorder/ Municipal Court Clerk Lori Ross
Meeting Location:	Harrisburg Municipal Center Located at 354 Smith St

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan at the hour of 6:35pm

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

THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO IF ONE IS AVAILABLE

STAFF REPORT: Sergeant Frambes reviewed the LCSO Report for April 2023 commenting it was a busier month than usual which makes it difficult to space out the required monthly hours for Harrisburg as well as the other contracted cities. Sergeant Frambes stated LCSO has been spending scheduled time at the high school and if there was a need to be concerned for their attendance, the School District is responsible for notifying the parents, not LCSO.

- Sergeant Frambes commented about the hang up calls coming from the 400 block of Territorial Street stating there were several numbers involved which he believes has to do with the location of the cell phone towers and not Isovolta entirely.
- Mayor Duncan asked Sergeant Frambes about the missing teenager, Bryce Chilgren. Sergeant Frambes responded that LCSO has had a deputy and a lieutenant involved with the case and they will continue to collect more information.
- Eldridge asked Sergeant Frambes about the increase in crime this last quarter and asked if it was due to warrants being served. Sergeant Frambes replied that it was and if the defendant was cited for another offense, that would count too.
- Sergeant Frambes mentioned having a Q & A with residents here again soon.

May 23, 2023

THE MATTER OF REVIEWING THE 1ST QUARTER CRIME RESULTS FOR THE CITY OF HARRISBURG

STAFF REPORT: Eldridge reviewed the 1st Quarter Crime Report. Some of the highlights included:

- A break-in at Allstate located on the corner of Smith/2nd Street where \$1,200 worth of damage was done including a gun being stolen.
- Property crimes were in the middle and drug and alcohol crimes have gone up.
- Eldridge commented that warrants served were for other cities as well, not just Harrisburg.

THE MATTER OF DISCUSSION AND ALLOWING PUBLIC TESTIMONY IN RELATION TO ESTABLISHING OBJECTIVELY REASONABLE TIME, PLACE AND MANNER (TPM) RESTRICTIONS IN REGARD TO CAMPING AND TO SITTING, SLEEPING, AND LYING DOWN ON PUBLIC PROPERTY IN HARRISBURG

STAFF REPORT: Eldridge referred to Exhibits A, B and C and informed Council the action is to discuss any changes or suggestions they would like to make and bring back to a future meeting for adoption as an emergency declaration. Mayor Duncan read the script for the public hearing.

The Public Hearing was opened at the hour of 6:50pm.

City Attorney Catherine Pratt commented that cities are still allowed to regulated camping and this ordinance outlines what it means to camp and when it would be illegal. The ordinance is identical to Linn County which is identical to Oregon statute language. The City can regulate time, place and manner on property that is public property, like sidewalks, public parks, or other open areas which does not include City Hall or the School District which are private property. She further commented that if someone is sleeping in the park, when the park is closed, we would establish a place for them to be able to go to. If they don't leave after being asked, they could be charged with trespassing or other crimes and ordered to appear at Harrisburg Municipal Court or Linn County Circuit Court.

Pratt further commented there were some grammar changes made to the ordinance, like replacing must with shall and also amending Chapter 9.45 by making it a criminal offense for consuming alcohol in a public place. She noted this is not a requirement, just a suggestion. Pratt referred to page 63, and recommended delegating authority to the City Administrator or their designee, to be able to issue trespass citations. Eldridge commented that authority has already been given to both LCSO and Coburg PD.

- Mayor Duncan asked Pratt about chapter 9.55.070 regarding garbage on page 56. Pratt replied that knowingly is to intentionally leave your garbage, either dumping or having a picnic and not picking it up.
- Mayor Duncan asked Pratt about hunting on City property with a bow and arrow. Pratt responded you can cite by state statute and cite to appear in Harrisburg Municipal Court or Linn County Circuit Court. Eldridge commented that HMC 9.55.170 enforces bow and arrows, BB guns and air rifles in public parks.
- Downey asked about the status of beer gardens being held during public events. Pratt responded that applicants would just need to go through the proper permitting process for any liquor, sound, or inflatable permits.
- Scholz referred to page 66; HMC 9.45, Exhibit A, banning liquor in public places, city roads and public right of ways. Scholz commented that most residents don't know where their property lines are located, and a portion of their yard could be considered public right of way. Scholz commented that very few cities have this in their municipal code.

May 23, 2023

The Public Hearing was closed at the hour of 7:09pm.

- Downey commented that she is concerned with Scholz's point of view regarding drinking in public places.
- Mayor Duncan asked how the City would know whose property belongs to who.
- Boese voiced his concern with residents not knowing where their property lines are and residents not knowing the rules and regulations. Boese also questioned how it would be enforced.
- Downey asked about changing it to being intoxicated in public instead, and Pratt responded there was no statute prohibiting intoxication, only the action it causes.
- Mayor Duncan clarified it was originally placed in the code to give the City teeth for a separate issue.
- Pratt commented that this was just a suggestion from the City Attorney's Office and the Council could reduce from a misdemeanor to a violation if they choose or leave out entirely.
- Downey commented that she doesn't like this code, stating it feels like it's taking away the right of the citizen. She can't approve it and wants to leave as is. Boese agreed Downey further commented that she was tired of regulations and asked if we could address those concerns in our camping ordinances.
- Eldridge commented that Council can motion to remove it and bring it back to a future meeting for adoption.
 - Downey **motioned to amend Chapter 9.55 as discussed at the meeting, remove Exhibit A and to adopt Chapter 9.65 and was seconded by Klemm. The motion passed by a vote of 4-0.** (Yes: Caughey, Downey, Klemm and Boese. No: None.)

THE MATTER OF APPROVING A PARADE PERMIT FOR THE HARRISBURG OLD-FASHIONED 4TH OF JULY PARADE

STAFF REPORT: Eldridge stated the only changes are the addition of a Pet Parade held on 2nd and 1st Streets. All pets are welcome. No further discussion.

- Downey **motioned to approve the Parade Permit for the Harrisburg 2023 Old-Fashioned 4th of July Parade and was seconded by Klemm. The motion passed by a vote of 4-0.** (Yes: Caughey, Downey, Klemm and Boese. No: None.)

THE MATTER OF AUTHORIZING THE CITY ADMINISTRATOR TO APPROVE A PUBLIC EVENT PERMIT FOR THE 71ST YEAR OF THE HARRISBURG OLD FASHIONED 4TH OF JULY
STAFF REPORT: Eldridge stated the only changes are the following:

- The addition of a beer garden, open both Monday the 3rd and Tuesday the 4th, which is being held in the City Hall parking lot.
- The addition of barricades at S 9th and Sommerville Lp, due to the new street going through.
- The route changing for the 5K run due to a conflict with an event at the high school. The 5K will begin and end at grade school.
 - Klemm **motioned to authorize the City Administrator to approve the Public Event Permit for the 71st year of the Harrisburg Old-Fashioned 4th of July Celebration as conditioned as was seconded by Downey. The motion passed by a vote of 4-0.** (Yes: Caughey, Downey, Klemm and Boese. No: None.)

May 23, 2023

OTHER ITEMS

- Eldridge referred to **Addendum 1**, a flyer for the RAIN Entrepreneurs Showcase being held June 8th where they will be recognizing local business “That Place in the Country” owned by Sharon Rogers Skiles. Eldridge stated she would ask someone from the Chamber to attend in her absence.
- Eldridge received an email from the Capital Construction Sub-Committee asking if our water project delay is having an impact on our housing supply. Eldridge to respond indicating yes, it has had an impact on development and new residents moving to town.
- Eldridge has received information from Mark Cohen with the Oregon Parks and Recreation Grant Department suggesting we make some changes to our application to make it stronger. Eldridge to work on those changes.
- June 24th is the Republic Services Clean-up Event. Information will be coming out in the utility bill next week.
- Eldridge wanted to thank everyone who participated in the first work party event. Future work parties will be held June 24th, July 22nd, August 19th, and September 9th.
- Resident Kay Barnett of Whitledge Place, and her husband, Council President Caughey, generously offered to purchase some plants to be planted on the trail since they are not able to participate in the work parties.
- Eldridge informed Council that a resident, who was recently denied a memorial bench for a loved one, due to not meeting the criteria, will be coming to Council in June with their request.

With no further discussion, the City Council Business Meeting adjourned at hour of 7:45pm.

Mayor

City Recorder



For Immediate Release

May 22, 2023

REAL Entrepreneurs Showcase (June 8th) to Feature Innovative Rural Linn and Benton Businesses

Rural Economic Alliance, RAIN Catalysts Invites Community to Meet Up-and-Coming Entrepreneurs

For a sneak peak at the next generation of local businesses, mark your calendars for the [REAL Entrepreneurs Showcase](#) on June 8th in Lebanon. Hosted by the region's [Rural Economic Alliance \(REAL\)](#)* in partnership with [RAIN Catalysts](#) and with support from [Business Oregon](#), the event will feature innovative entrepreneurs and small businesses from throughout rural Linn and Benton counties, presenting their business concepts and delivering product demonstrations. Guests can enjoy complimentary refreshments, free product samples, networking time, and a keynote address by [Ellen Yin](#), podcaster and Founder of [Cubicle to CEO](#). Leaders from Business Oregon will speak to recent initiatives aimed to boost entrepreneurship in the region. The event is free to attend; pre-registration is encouraged.

REAL Entrepreneurs Showcase

Thursday, June 8th | 10 a.m. – 2 p.m.

[Best Western Premier Boulder Falls Inn](#)

[505 Mullins Dr. Lebanon, OR](#)

Free to Attend | Learn More & RSVP online at:

<https://www.raincatalysts.org/entrepreneurshowcase>

"On behalf of Rural Economic Alliance and RAIN Catalysts, I would like to extend a warm welcome to the communities of Linn and Benton counties to attend the REAL Entrepreneurs Showcase. 'It takes a village to raise an entrepreneur,' and here, you will have the chance to meet and show your support for some of the region's most innovative and hard working entrepreneurs. You will also have the unique opportunity to learn from and be inspired by Ellen Yin, who is an amazing example of what is achievable through entrepreneurship," said Nate Conroy, RAIN Catalysts' Venture Catalysts for Linn and Benton counties.

The exhibiting companies represent a wide range of industries and all corners of Linn and Benton Counties, including makers of fine arts like [That Place in the Country](#) from Harrisburg, food manufacturing like [Corylus Farms](#) in Lebanon, to health-tech companies like [IonBottles](#) of Adair Village. Many have dedicated significant time into RAIN Catalysts' entrepreneurial development programs, such as the recently-completed [Destination Creation Course](#), a nationally-recognized training program for small businesses to become can't-miss consumer destinations.

Ellen Yin is a business coach and entrepreneur who helps online coaches and service providers grow their businesses. Ellen is the founder of Cubicle to CEO, a podcast and online membership community that offers resources and support for individuals looking to start or scale their businesses. She has been featured in Forbes, Entrepreneur, and other major publications. Ellen has recently sold one of her courses to leading online classes platform Kajabi and continues to grow and transform her business to a media company.

For questions about the REAL Entrepreneurs Showcase, contact Nate Conroy: nate@raincatalysts.org

*Communities of the REAL Alliance include: Adair Village, Brownsville, Halsey, Harrisburg, Lebanon, Monroe, Philomath, Sweet Home, and Tangent.

About RAIN Catalysts: The Regional Accelerator & Innovation Network (RAIN Catalysts) is a 501(c)(3) global non-profit organization that is run by experienced entrepreneurs and entrepreneurial ecosystem-builders. RAIN Catalysts exists to reduce barriers to entrepreneurship and innovation for underrepresented populations and communities. Since 2014, RAIN Catalysts has been invited into 52 communities in Oregon and Washington and 2 cities in Pakistan to help them build inclusive entrepreneurial ecosystems and innovation economies. RAIN Catalysts' model is investigative, not prescriptive – which means we join existing community activities/conversations, engage local stakeholders, listen, map ecosystem assets, identify and leverage strengths, identify gaps with partners, and spin-up programming that meets the needs of that region's entrepreneurs.

RAIN Catalysts' mission is to partner with communities to catalyze inclusive entrepreneurial ecosystems, connect entrepreneurs to resources—including overlooked entrepreneurs—and contribute to the creation of prosperous economies.

RAIN Catalysts' vision is that communities everywhere support, value, and celebrate entrepreneurs; regional leaders recognize entrepreneurs are a primary creator of net new jobs; communities of any size have thriving economies, and a culture of possibilities is embraced. Visit www.raincatalysts.org to learn more.

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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
3901						
3901	Amanda Pelkey	04.20.23	Reimbursement	04/20/2023	10.50	24-60-2800
3901	Amanda Pelkey	4.29.23	Reimbursement	05/02/2023	77.50	24-60-2800
Total 3901:					88.00	
1206						
1206	Analytical Lab & Consultants	156730	Water Testing	04/04/2023	344.00	52-65-4200
1206	Analytical Lab & Consultants	156731	Water Testing	04/04/2023	240.00	52-65-4200
1206	Analytical Lab & Consultants	156967	Water Testing	04/14/2023	224.00	51-65-4200
1206	Analytical Lab & Consultants	157183	Water Testing	04/19/2023	268.00	52-65-4200
1206	Analytical Lab & Consultants	157184	Water Testing	04/19/2023	268.00	52-65-4200
1206	Analytical Lab & Consultants	157335	Water Testing	04/24/2023	344.00	52-65-4200
1206	Analytical Lab & Consultants	157398	Water Testing	04/27/2023	344.00	52-65-4200
1206	Analytical Lab & Consultants	157449	Water Testing	04/28/2023	55.00	51-65-4200
1206	Analytical Lab & Consultants	157498	Water Testing	04/30/2023	344.00	52-65-4200
Total 1206:					2,431.00	
2225						
2225	B & I Hardware & Rental	598881	P/W Misc Supplies.	03/28/2023	24.98	10-72-4000
2225	B & I Hardware & Rental	599972	P/W Misc Supplies.	04/03/2023	57.16	10-72-4000
2225	B & I Hardware & Rental	599975	P/W Misc Supplies.	04/03/2023	194.97	10-72-6700
2225	B & I Hardware & Rental	600105	P/W Misc Supplies.	04/04/2023	25.97	10-72-6700
2225	B & I Hardware & Rental	600630	P/W Misc Supplies.	04/07/2023	37.68	10-72-6700
2225	B & I Hardware & Rental	601625	P/W Misc Supplies.	04/13/2023	41.99	10-72-6700
2225	B & I Hardware & Rental	601625	P/W Misc Supplies.	04/13/2023	1.04	10-72-6700
Total 2225:					381.71	
3200						
3200	Barnes & Noble, Inc.	4419322	Books	04/24/2023	696.11	24-60-2000
3200	Barnes & Noble, Inc.	4422722	Books	05/01/2023	9.09	24-60-2000
Total 3200:					705.20	
4019						
4019	Better Portable Toilets, Inc.	41709	PW Misc Supplies	04/27/2023	125.00	10-72-6700
Total 4019:					125.00	
2926						
2926	BioLynceus Biological Solution	9860	Misc P/W Supplies	04/04/2023	3,277.00	52-65-4000
Total 2926:					3,277.00	
2946						
2946	BNSF Railway Company	23004696	Park Lease	05/15/2023	484.48	10-72-2100
Total 2946:					484.48	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
2405						
2405	Branom Instrument Company LLC	2023/4789	Misc W/S Exp	05/04/2023	1,012.50	52-65-4600
Total 2405:					1,012.50	
3697						
3697	Brewer and Coulombe, PC	503066	Attorney Fees	03/31/2023	1,552.50	10-42-2500
3697	Brewer and Coulombe, PC	503067	Attorney Fees	03/31/2023	595.00	10-42-2700
3697	Brewer and Coulombe, PC	503101	Attorney Fees	05/12/2023	910.00	10-42-2500
3697	Brewer and Coulombe, PC	503102	Attorney Fees	05/12/2023	822.50	10-42-2700
Total 3697:					3,880.00	
4020						
4020	Cadence Smith	05.10.23	Tutor Program	05/10/2023	225.00	24-60-3050
Total 4020:					225.00	
4003						
4003	Carol Canham	501231	Reimbursement	05/01/2023	58.45	10-53-2200
Total 4003:					58.45	
3773						
3773	CenturyLink	APRIL 2023	Phone Bill	04/26/2023	41.68	52-65-3500
3773	CenturyLink	APRIL 2023	Phone Bill	04/26/2023	45.33	52-65-3500
3773	CenturyLink	APRIL 2023	Phone Bill	04/26/2023	43.78	51-65-3500
3773	CenturyLink	APRIL 2023	Phone Bill	04/26/2023	41.83	51-65-3500
3773	CenturyLink	APRIL 2023	Phone Bill	04/26/2023	45.33	52-65-3500
3773	CenturyLink	APRIL 2023	Phone Bill	04/26/2023	40.13	52-65-3500
3773	CenturyLink	APRIL 2023	Phone Bill	04/26/2023	45.33	52-65-3500
3773	CenturyLink	APRIL 2023	Phone Bill	04/26/2023	41.83	10-69-3500
3773	CenturyLink	APRIL 2023	Phone Bill	04/26/2023	41.68	52-65-3500
Total 3773:					386.92	
2939						
2939	Cobalt Computer Services, Inc.	25602	Computer Service	04/30/2023	500.00	40-65-8050
2939	Cobalt Computer Services, Inc.	25629	Computer Service	04/30/2023	201.25	40-65-8050
2939	Cobalt Computer Services, Inc.	25629	Computer Service	04/30/2023	373.75	40-65-8010
2939	Cobalt Computer Services, Inc.	25629	Computer Service	04/30/2023	287.50	40-65-8015
2939	Cobalt Computer Services, Inc.	25629	Computer Service	04/30/2023	258.75	40-65-8045
2939	Cobalt Computer Services, Inc.	25721	Computer Service	04/30/2023	287.38	40-65-8015
Total 2939:					1,908.63	
2720						
2720	Comcast	MAY 2023	Internet Service	05/02/2023	324.53	10-60-2000
2720	Comcast	MAY 2023 LIB	Internet Service	05/01/2023	286.85	24-60-2525
2720	Comcast	MAY 2023 PW	Internet Service	05/01/2023	151.42	51-65-3550
2720	Comcast	MAY 2023 PW	Internet Service	05/01/2023	151.42	52-65-3550
Total 2720:					914.22	
1210						
1210	Conser Quarry Company	109591	Gravel	04/20/2023	719.70	52-65-2400

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
Total 1210:					719.70	
1211						
1211	Consolidated Supply Co.	S011179853.00	Misc public works supplies	04/27/2023	262.19	51-65-4600
Total 1211:					262.19	
3966						
3966	DCBS Fiscal Services	APRIL 2023	State Surcharge - Building/Electric	04/30/2023	31.08	27-70-1050
3966	DCBS Fiscal Services	APRIL 2023	State Surcharge - Building/Electric	04/30/2023	73.24	26-70-1050
Total 3966:					104.32	
1000						
1000	DEQ	WQWSC23003	Sewer Misc. Expense	05/05/2023	104.00	52-65-5000
Total 1000:					104.00	
1946						
1946	Ferguson Waterworks	1193110	P/W Misc. Expense	04/04/2023	696.67	51-65-4600
1946	Ferguson Waterworks	1194927	P/W Misc. Expense	04/10/2023	581.06	11-43-2100
1946	Ferguson Waterworks	1201474	P/W Misc. Expense	05/11/2023	13,351.68	51-78-7400
1946	Ferguson Waterworks	1201474	P/W Misc. Expense	05/11/2023	13,351.68	52-78-7400
Total 1946:					27,981.09	
3905						
3905	Gatehouse Media Holdings Inc	0005538544	Legal Ad	04/30/2023	28.77	10-50-2100
Total 3905:					28.77	
1218						
1218	Grainger	9686851297	Misc. P/W Supplies	04/25/2023	319.50	10-72-4000
1218	Grainger	9687692765	Misc. P/W Supplies	04/26/2023	168.40	52-65-4600
1218	Grainger	9687692773	Misc. P/W Supplies	04/26/2023	46.02	52-65-4600
1218	Grainger	9688270363	Misc. P/W Supplies	04/26/2023	242.52	52-65-4600
Total 1218:					776.44	
1219						
1219	Hach Company	13584714	P/W Misc Expense	05/15/2023	675.10	51-65-4200
Total 1219:					675.10	
4021						
4021	Hannah Dame	552363	Mural - Library	05/15/2023	500.00	24-36-2100
Total 4021:					500.00	
1915						
1915	Harrisburg Sports Program	MAY 2023	Sports Program	05/15/2023	1,700.00	23-70-2050
Total 1915:					1,700.00	
2271						
2271	Home Comfort Heating & A/C	42666968	Maintenance Contract	05/11/2023	650.37	10-72-4000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
Total 2271:					650.37	
2651						
2651	Island Fence, Inc.	47311	Misc. P/W Expense	04/12/2023	3.52	11-44-6000
Total 2651:					3.52	
1221						
1221	Jerry's Home Improvement	194004	Misc Public Works Supplies	04/06/2023	69.28	11-44-6000
1221	Jerry's Home Improvement	194901	Misc Public Works Supplies	04/12/2023	151.91	11-44-6000
Total 1221:					221.19	
3432						
3432	John Deere Financial	4329557	Misc P/W Exp	04/09/2023	15.04	10-72-6700
Total 3432:					15.04	
3968						
3968	Junction City	APRIL 2023	Building/Electrical Permit Fees	04/30/2023	179.56	27-70-1000
3968	Junction City	APRIL 2023	Building/Electrical Permit Fees	04/30/2023	562.40	26-70-1000
Total 3968:					741.96	
3990						
3990	Junction City Point S	1008767	Repairs	04/20/2023	17.40	11-45-2100
3990	Junction City Point S	1008767	Repairs	04/20/2023	20.30	51-73-2100
3990	Junction City Point S	1008767	Repairs	04/20/2023	20.30	52-73-2100
3990	Junction City Point S	1008773	Repairs	04/20/2023	17.40	11-45-2100
3990	Junction City Point S	1008773	Repairs	04/20/2023	20.30	51-73-2100
3990	Junction City Point S	1008773	Repairs	04/20/2023	20.30	52-73-2100
Total 3990:					116.00	
3683						
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	207.00	24-60-2800
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	33.92	24-60-3050
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	35.25	24-60-2000
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	9.36	24-60-3050
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	100.00	24-60-2800
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	19.99	24-60-3050
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	927.40	10-63-2300
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	399.00	10-63-2000
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	211.85	10-63-2200
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	83.40	10-60-2300
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	2.50	10-60-2600
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	4.29	52-65-4600
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	233.23	41-78-8170
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	207.99	11-44-6000
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	77.97	41-78-8170
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	134.80	10-72-4000
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	149.90	10-60-2300
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	714.98	51-65-2400
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	714.99	52-65-2400
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	55.54	10-72-6700
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	117.23	11-45-3000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	39.97	10-72-4000
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	4.28	51-65-4600
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	65.00	10-42-2800
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	2.00	10-42-2800
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	106.70	10-63-2200
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	25.00	51-65-2400
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	57.98	10-72-6700
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	9.80	11-44-6000
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	259.99	24-60-2800
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	13.99	24-60-3050
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	67.74	24-60-2000
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	28.97	24-60-3050
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	12.99	24-60-3050
3683	Keybank N.A.	APRIL 2023	Misc Credit Card Charges	04/20/2023	69.06	24-60-3050
Total 3683:					5,204.06	
3883						
3883	Knox Ag Irrigaion, Inc	4094	Misc P/W Exp	04/27/2023	279.75	52-65-4600
3883	Knox Ag Irrigaion, Inc	4119	Misc P/W Exp	05/03/2023	986.86	52-65-4600
3883	Knox Ag Irrigaion, Inc	4231	Misc P/W Exp	05/19/2023	251.31	52-65-4600
Total 3883:					1,517.92	
2489						
2489	Lori Ross	05.16.23	Per Diem	05/03/2023	87.00	10-63-2200
2489	Lori Ross	PD I 2023	Per Diem	05/01/2023	94.00	10-63-2200
Total 2489:					181.00	
4012						
4012	Luis Tomas Ruiz	4.24.23	Restitution	05/05/2023	100.00	10-42-2200
Total 4012:					100.00	
3769						
3769	Masons Supply Company	451613-00	Misc P/W Exp	04/28/2023	2,820.00	11-44-6000
Total 3769:					2,820.00	
1077						
1077	Michele Eldridge	05.16.23	Per Diem	05/03/2023	87.00	10-63-2200
Total 1077:					87.00	
3292						
3292	Mid-Valley Tractor	64614	Misc P/W Exp	05/16/2023	301.70	10-72-6700
Total 3292:					301.70	
1482						
1482	Nation's Mini-Mix, Inc.	213147	Concrete	04/13/2023	436.50	11-44-6000
Total 1482:					436.50	
2644						
2644	Net Assets	54-202304	Lien Searches	04/30/2023	137.00	10-53-2250

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
Total 2644:					137.00	
3921						
3921	Northwest Electrical Construction,	5147	Electrical	04/14/2023	460.00	51-65-4600
Total 3921:					460.00	
1102						
1102	NW Natural Gas Co.	MAY 2023	Utilities	05/09/2023	62.49	10-69-2000
1102	NW Natural Gas Co.	MAY 2023 PU	Utilities	05/10/2023	49.18	52-65-2700
1102	NW Natural Gas Co.	MAY 2023 PW	Utilities	05/09/2023	196.61	51-65-2700
Total 1102:					308.28	
1952						
1952	OAWU	35191	Membership Fees	05/01/2023	310.33	51-76-2000
1952	OAWU	35191	Membership Fees	05/01/2023	310.32	52-76-2000
Total 1952:					620.65	
4022						
4022	ODOT Financial Services	PO-73000-000	TMG Grant Match	05/25/2023	22,100.00	11-60-7830
Total 4022:					22,100.00	
3427						
3427	OHA Cashier	#4100366	Water System Fee	05/19/2023	1,500.00	51-65-5000
Total 3427:					1,500.00	
1245						
1245	One Call Concepts, Inc.	3040384	Locates	04/30/2023	10.50	51-65-4600
1245	One Call Concepts, Inc.	3040384	Locates	04/30/2023	10.50	52-65-4600
Total 1245:					21.00	
1862						
1862	Oregon DMV	L0044574952	Record Inquiry	04/28/2023	8.00	10-42-2800
Total 1862:					8.00	
3096						
3096	Pacific Office Automation	094270	Telephone	04/24/2023	99.31	10-69-3500
3096	Pacific Office Automation	094270	Telephone	04/24/2023	25.21	24-60-2500
3096	Pacific Office Automation	094270	Telephone	04/24/2023	99.31	51-65-3500
3096	Pacific Office Automation	094270	Telephone	04/24/2023	99.31	52-65-3500
3096	Pacific Office Automation	112316	Copier Contract	04/30/2023	5.56	10-60-2100
3096	Pacific Office Automation	112316	Copier Contract	04/30/2023	5.56	51-74-2000
3096	Pacific Office Automation	112316	Copier Contract	04/30/2023	5.57	52-74-2000
Total 3096:					339.83	
1079						
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	65.21	52-65-2600
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	20.19	10-69-2500
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	7.63	10-69-3000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	11.81	10-69-3000
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	11.81	10-69-3000
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	7.91	10-69-3000
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	19.45	10-69-3000
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	374.75	10-69-3000
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	33.60	11-44-2000
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	3,206.07	51-65-2600
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	943.73	51-65-2600
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	244.66	51-65-2600
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	429.67	10-69-3000
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	68.61	10-69-3000
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	1,036.93	10-69-3000
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	41.62	10-69-3000
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	129.82	10-69-3000
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	230.56	10-69-3000
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	703.98	25-65-2500
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	23.68	25-65-2500
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	70.71	25-65-2500
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	84.66	10-69-3000
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	53.37	10-69-3000
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	27.72	10-69-3000
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	113.04	52-65-2600
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	1,298.47	52-65-2600
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	57.18	52-65-2600
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	18.95	52-65-2600
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	48.88	52-65-2600
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	34.22	10-72-6700
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	334.62	10-69-2500
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	17.96	10-69-2500
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	35.57	10-69-2500
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	66.98	10-69-2500
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	592.71	10-69-2500
1079	Pacific Power & Light Company	MAY 2023	UTILITIES	05/15/2023	50.86	52-65-2600
Total 1079:					10,517.59	
1853						
1853	Pape' Machinery	14357739	Misc PW	04/18/2023	54.22	10-72-6700
Total 1853:					54.22	
1814						
1814	Peterson CAT	SW290084774	Public Works Supplies	05/17/2023	455.00	52-65-2500
1814	Peterson CAT	SW290084774	Public Works Supplies	05/17/2023	455.00	51-65-2500
1814	Peterson CAT	SW290084775	Public Works Supplies	05/17/2023	455.00	51-65-2500
1814	Peterson CAT	SW290084775	Public Works Supplies	05/17/2023	455.00	52-65-2500
1814	Peterson CAT	SW290084776	Public Works Supplies	05/17/2023	362.50	51-65-2500
1814	Peterson CAT	SW290084776	Public Works Supplies	05/17/2023	362.50	52-65-2500
Total 1814:					2,545.00	
1815						
1815	Right-Way Plumbing & Backflow	20646	Misc. P/W Supplies	05/15/2023	1,262.61	10-72-6700
Total 1815:					1,262.61	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
3582						
3582	Sierra Springs	217929670429	Bottled Water	04/29/2023	158.79	10-53-2200
Total 3582:					158.79	
3999						
3999	South Valley Automotive \$ Cust	11560	Public Works Misc	05/10/2023	64.41	11-45-2100
3999	South Valley Automotive \$ Cust	11560	Public Works Misc	05/10/2023	75.15	51-73-2100
3999	South Valley Automotive \$ Cust	11560	Public Works Misc	05/10/2023	75.15	52-73-2100
Total 3999:					214.71	
2927						
2927	Staples Business Advantage	3536816690	Office Supplies	04/29/2023	26.68	10-60-2300
2927	Staples Business Advantage	3536816690	Office Supplies	04/29/2023	26.67	51-74-2400
2927	Staples Business Advantage	3536816690	Office Supplies	04/29/2023	26.67	52-74-2400
2927	Staples Business Advantage	3537382913	Office Supplies	05/04/2023	11.75	10-60-2300
2927	Staples Business Advantage	3537382913	Office Supplies	05/04/2023	11.75	51-74-2400
2927	Staples Business Advantage	3537382913	Office Supplies	05/04/2023	11.75	52-74-2400
2927	Staples Business Advantage	3537688810	Office Supplies	05/09/2023	2.04	10-60-2300
2927	Staples Business Advantage	3537688810	Office Supplies	05/09/2023	2.04	51-74-2400
2927	Staples Business Advantage	3537688810	Office Supplies	05/09/2023	2.04	52-74-2400
Total 2927:					121.39	
1144						
1144	Suzan Jackson	227	Janitor Services	04/30/2023	630.00	10-72-4100
1144	Suzan Jackson	227	Janitor Services	04/30/2023	420.00	10-72-4100
1144	Suzan Jackson	228	Janitor Services	05/31/2023	.00	10-72-4100
1144	Suzan Jackson	228	Janitor Services	05/31/2023	.00	10-72-4100
Total 1144:					1,050.00	
2052						
2052	Tri-County	230517	Summer Sounds	05/17/2023	5,050.00	23-70-6850
Total 2052:					5,050.00	
4001						
4001	Up the Creek Cutting & Excavatio	2048	Tree Removal	05/15/2023	8,437.50	10-85-3150
Total 4001:					8,437.50	
3747						
3747	USABlueBook	329060	Misc P/W Exp	04/12/2023	279.91	51-65-4600
Total 3747:					279.91	
3663						
3663	Water Refunds	#11681.02	Utility Billing Overpayment	05/19/2023	21.85	01-1075
3663	Water Refunds	#25206	Utility Billing Overpayment	04/27/2023	122.14	01-1075
3663	Water Refunds	78609A	Utility Billing Overpayment	04/26/2023	5.05	01-1075
3663	Water Refunds	97203	Utility Billing Overpayment	04/28/2023	27.89	01-1075
Total 3663:					176.93	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
2661						
2661	WCP Solutions	13222329	Office Supplies	05/12/2023	389.40	10-72-6700
2661	WCP Solutions	13222330	Office Supplies	05/12/2023	97.58	51-74-2400
2661	WCP Solutions	13222330	Office Supplies	05/12/2023	97.59	52-74-2400
2661	WCP Solutions	13222330	Office Supplies	05/12/2023	847.82	10-72-6650
2661	WCP Solutions	13222330	Office Supplies	05/12/2023	335.38	10-72-4000
2661	WCP Solutions	13222330	Office Supplies	05/12/2023	97.58	10-60-2300
Total 2661:					1,865.35	
1239						
1239	WECO	CP-00231798	PW Gas Exp	04/30/2023	523.12	11-45-2000
1239	WECO	CP-00231798	PW Gas Exp	04/30/2023	610.33	51-73-2000
1239	WECO	CP-00231798	PW Gas Exp	04/30/2023	610.33	52-73-2000
Total 1239:					1,743.78	
3909						
3909	Western Collection Bureau Inc	04.20.23	Debt Collection	05/05/2023	100.00	10-42-2200
Total 3909:					100.00	
4018						
4018	Woodrow Aerial LLC	11	Drone Footage	05/03/2023	300.00	51-65-4600
4018	Woodrow Aerial LLC	11	Drone Footage	05/03/2023	200.00	10-72-6700
Total 4018:					500.00	
Grand Totals:					120,698.52	

Payment Approval Report
Expense Account Key

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

General Fund

Street Fund

CED Fund

Library Fund

Storm Fund

Building Permit Fund

Electrical Permit Fund

Debt Services Fund

Office Equip. Fund

Equipment Fund

Water Fund

Sewer Fund

Sewer Resv Fund

Fund Number

10

11

23

24

25

26

27

30

40

41

51

52

56

G.L. Number Acct

10-XX- XXXX

11-XX- XXXX

23-XX- XXXX

24-XX- XXXX

25-XX- XXXX

26-XX- XXXX

27-XX- XXXX

30-XX- XXXX

40-XX- XXXX

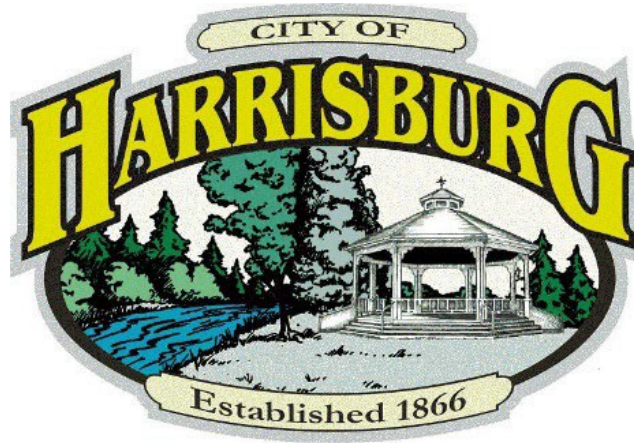
41-XX- XXXX

51-XX- XXXX

52-XX- XXXX

56-XX- XXXX

January 17, 2023



Planning Commission Meeting Minutes January 17, 2023

Commissioners Present: Susan Jackson, Jeremy Moritz, Joe Neely, Kurt Kayner, and Kent Wullenwaber
Absent: Rhonda Giles and Chairperson Todd Culver
Staff Present: City Administrator/Planner Michele Eldridge, and Finance Officer/Deputy City Recorder Cathy Nelson
Meeting Location: Harrisburg Municipal Center located at 354 Smith St.

CALL TO ORDER AND ROLL CALL: Order was called at 7:00pm by Vice-Chairperson Jeremy Moritz.

CONCERNED CITIZEN(S) IN THE AUDIENCE. Everyone present was there for items on the agenda.

APPOINT NEW CHAIRPERSON AND VICE-CHAIRPERSON

Kayner motioned to appoint Todd Culver as Chairperson for the Harrisburg Planning Commission for a term of one (1) year and was seconded by Wullenwaber. The Planning Commission then voted unanimously to appoint Todd Culver as Chairperson for a term of one (1) year.

Kayner motioned to appoint Joe Neely as Vice-Chairperson for the Harrisburg Planning Commission for a term of one (1) year and was seconded by Wullenwaber. Commissioner Joe Neely declined the appointment.

Kayner motioned to appoint Jeremy Moritz as Vice-Chairperson for the Harrisburg Planning Commission for a term of one (1) year and was seconded by Neely. The Planning Commission then voted unanimously to appoint Jeremy Moritz as Chairperson for a term of one (1) year.

APPROVAL OF MINUTES

Neely motioned to approve the minutes for July 19, 2022, and August 16, 2022, and was seconded by Jackson. The Planning Commission then voted unanimously to approve the Minutes for July 19, 2022, and August 16, 2022.

January 17, 2023

PUBLIC HEARING**THE MATTER OF THE HICKMAN MINOR (PRELIMINARY) PARTITION (LU 447-2022).**

Vice-Chairperson Jeremy Moritz read aloud the order of proceedings, and noted the procedures for a continuance, and the process to keep the record open.

At the hour of 7:09PM, the Public Hearing was opened.

Moritz asked if there were any Conflicts of Interest or any Ex Parte contacts.

None stated.

There were no rebuttals in relation to Conflicts of Interest, or Ex Parte Contacts.

Moritz 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 on how they would need to direct testimony towards the applicable criteria, and how an appeal could be made.

STAFF REPORT: Eldridge gave a brief background on the property and stated that this was the first land use using the new code requirements. She explained the difference between the conditions of approval versus development concerns. This property is on 9th Street, which is currently being extended and improved. The City will install utilities to the edge of the property. This is a R-2 zone, and the applicant is requesting three (3) parcels.

- Conditions #1, #2, #3, and #22 discuss utilities and are met. Condition #2 has DEQ and TMDL regulations, and Condition #3 will need to be approved by the City Engineer.
 - Moritz asked if 18.85.040 applies to existing structures and lots. Kayner said once an application is made for a lot change it is considered new development. Eldridge said it would be the same if a house with a well is sold. The new owners would have 1 year to hook up to city utilities.
- Page 18 discusses the storm drainage requirements and Page 23 discusses upstream draining.
- Conditions #12, #15, #17, #20 and #22 are regarding street requirements and are met.
 - Condition #12 is about parking on site, # 20 states that they must have 2 parking spots per dwelling, and #15 discusses vehicular access and driveway approaches.
 - Condition #17 clarifies requirements due to emergency vehicles.
- Page 15 defines the timeframe of two (2) years for a final plat.
- Page 18 discusses landscaping requirements, and that lots 2 & 3 will need a minimum of 25% landscaping. Eldridge handed out the revised COFA with E.1.
- Neely asked if 9th Street will be the back of the property. Eldridge said that it will have a gravel driveway that will not be required to be paved and Parcels 2 & 3 will have paved drives off of 9th Street.

APPLICANTS TESTIMONY: Applicant Donald Hickman said that the drainage will be up to the builder. He is recommending ditches run north to south.

TESTIMONY IN FAVOR, IN OPPOSITION, AND NEUTRAL TESTIMONY WAS ASKED FOR. No testimony of any kind supplied, nor were there any rebuttals.

The public hearing was closed at the hour of 8:09 pm.

- Kayner motioned to approve the Hickman minor partition request (LU 447), subject to the conditions of approval in the January 11, 2023 staff report, with the addition of development related concern E.1 in relation to street trees. This motion is based on findings presented in the January 11, 2023 staff report to the Planning Commission and findings made by the commission during deliberations on the request at the

January 17, 2023

January 17, 2023 Public Hearing, and was seconded by Wullenwaber. The Planning Commission then voted unanimously to approve the Hickman minor partition request (LU 447), subject to the conditions of approval in the January 11, 2023 staff report, with the addition of development related concern E.1 in relation to street trees. This motion is based on findings presented in the January 11, 2023 staff report to the Planning Commission and findings made by the commission during deliberations on the request at the January 17, 2023 Public Hearing.

PUBLIC MEETING

THE MATTER OF MAKING A RECOMMENDATION TO THE CITY COUNCIL IN RELATION TO THE HARRISBURG URBAN RENEWAL PLAN AMENDMENT AND ITS CONFORMITY TO THE HARRISBURG COMPREHENSIVE PLAN.

STAFF REPORT: Eldridge introduced Consultant Elaine Howard and explained why the city was doing the amendment. The city is facing a large funding gap for the Water Facility Treatment Project. Coming before the Planning Commission is one of the requirements to adopt the amendment.

- Howard shared a power point on the Major Amendment #6 and explained what Maximum Indebtedness (MI) and revenue sharing are.
- Neely asked if all the amendment was doing was adding verbiage on water to the plan, as found on page 63 #5. Kayner said all the Commission was doing was approving the language from the Comp Plan to the HRA Plan.
- Kayner motioned that the Harrisburg Planning Commission finds, based upon the information provided in the staff report and the provided attachments and findings, that the Harrisburg Urban Renewal Plan Amendment conforms with the Harrisburg Comprehensive Plan and recommends the plan amendment's adoption to the Harrisburg City Council, and was seconded by Neely. The Planning Commission then voted unanimously that the Harrisburg Planning Commission finds, based upon the information provided in the staff report and the provided attachments and findings, that the Harrisburg Urban Renewal Plan Amendment conforms with the Harrisburg Comprehensive Plan and recommends the plan amendment's adoption to the Harrisburg City Council

OTHERS

- The Comprehensive Plan update will come before the Planning Commission in the future.
- Kayner asked why the Commission needed to do the entire reading of the conditions during the meetings. Can we just review the ones that need addressed. Eldridge stated that because of the new development code some things are required to be done in the public hearings. She will reach out to legal and Hitt on what needs to be addressed during her verbal reports.

With no further discussion, the meeting was adjourned at the hour of 9:00 pm.

Chairperson

City Recorder

City of Harrisburg

PLANNING COMMISSION

NOTICE OF DECISION

- REQUEST:

The applicant requests approval of a Minor Partition (LU 447), to divide an approximately 40,639 square foot lot into three residential lots.
- LOCATION:

The subject site is located at 895 Sommerville Loop. and is known as tax lot 3000 of Linn County Assessor's Map 15S04W15CA.
- HEARING DATE:

January 17, 2023
- ZONING:

R-2 (Multi-Family (Medium Density) Residential)
- APPLICANT:

EGR & Associates/Don & Carolyn
Hickman
895 Sommerville Loop
Harrisburg, OR 97446
- OWNER:

Don & Carolyn Hickman
895 Sommerville Loop
Harrisburg, OR 97446
- APPEAL DEADLINE:

February 1, 2023 at 5:00 p.m.
- DECISION:

The Harrisburg Planning Commission conducted a public hearing on January 17, 2023, and voted to approve the minor partition request, subject to the attached conditions of approval. The Planning Commission adopted the findings contained in the Staff Report of the January 17, 2023, Planning Commission meeting, and portions of the minutes from the meeting that demonstrate support for the Planning Commission's actions. Further information in relation to this application, including the decision made by the Planning Commission is available in the City Recorder's office.
- 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. All persons entitled to notice, and who testified during the Planning Commission hearing specifically addressing the applicable

criteria may appeal the Planning Commission's decision to the City Council pursuant to subsection (5) of 19.10.040HMC, or may appeal the City Council's decision to the State Land Use Board of Appeals, as applicable. There is a fee of \$750.00 for an appeal to the City Council.

EFFECTIVE DATE: January 19, 2023, unless an appeal has been filed with the City Recorder.

EFFECTIVE PERIOD: A Preliminary Plat Approval for a Minor Partition shall be effective for two years from the date of approval. The applicant must submit the final plat for a Type 1 review by the end of the two-year period. The applicant may request changes or modifications to the approved preliminary plat or conditions of approval by following the procedures and criteria provided in Chapter 19.30HMC.

An extension of the approval period of a Type III procedure, not to exceed one year per extension, may be granted by the Planning Commission if it meets the conditions and criteria provided in Chapter 19.30HMC, and may be granted by the City Administrator through a Type II procedure. Unless appealed, this Preliminary Plat Minor Partition approval will expire on January 19, 2025.


 Planning Commission Vice-Chair

CONDITIONS OF APPROVAL

Condition No. 1: Underground Utilities – All Utilities must be located and constructed underground; the owner of Parcel 1 will be required to connect to the City's water system within six months of the date of approval for this preliminary minor partition.

Condition No. 2: Storm Water Easement – Concurrent to Final Plat approval, the Applicant shall show a private stormwater easement on the final plat for the north/south storm line located on the western edge of Parcels 2 and 3.

Condition No. 3: Storm Water - Prior to Final Plat submission, and if the proposed storm plan is not adequate as determined by the City Engineer, the Applicant shall submit a 25-year engineered stormwater management and detention plan, showing no impact on neighboring properties beyond historical storm water flow. This plan must be approved by the City Engineer, taking into consideration any downstream and upstream drainage requirements. The City Engineer must also approve any proposed mitigation measures.

Condition No. 4: Final Plat - The Final Plat shall be submitted within two years of final approval of the preliminary plat and must be consistent with the approved preliminary plat including required conditions of approval.

Condition No. 5: Infrastructure Improvements Approval – Prior to any Building Permits being submitted for plan review, Infrastructure from the construction on S. 9th St., including all transportation and street surfaces, sanitary sewer, and water services, plus surface water and storm drainage facilities in relation to the street and existing facilities must conform to the City of Harrisburg design manual, and be accepted and approved by the PW Director and City Engineer for the City of Harrisburg.

Condition No. 6: Mailbox Receptacle – Prior to the occupancy of any of the residential dwelling units on Parcel No. 2 and 3, a receptacle for the delivery of mail, in a design approved by USPS shall be installed. The applicant will consult with the City on the location of the mailbox prior to installation or can include the location on the building permit.

Condition No. 7: Water Services – Prior to recording the final plat, the applicant shall pay to have water service extended to Parcels 2 and 3.

Condition No. 8: Water Services for Parcel No. 1 – Within a six-month period, the applicant/owner of Parcel No. 1 must connect Parcel 1 to the City's water system. The payment of the water connection fee, water meter drop and utility deposit may be paid at the time of connection.

Condition No. 9: Sewer Services – Prior to recording the final plat, the applicant shall pay to have sewer service extended to Parcels 2 and 3.

DEVELOPMENT RELATED CONCERNS

(These are not conditions of approval, but will be required with building permits)

A. Driveway Approaches: Construction of a single-family dwelling will require a Type 1 procedure, which will include the placement of the driveway approaches based upon the design of S. 9th St.

B. Paved Driveways: All new driveways onto S. 9th St. are required to be paved. Parcel 1 shall be required to pave the first 25' of auxiliary driveway that is accessed from S. 9th St. All driveways are required to be a minimum of 18' x 12', and must match the width of the garage or carport sized opening of each dwelling unit.

C. Temporary Driveways/Erosion Control: Any temporary driveways established during the construction of homes on Parcel 2 and 3 will be required to follow erosion control requirements.

D. Vision Clearance: Any development of Parcels 2 and 3, as well as development in relation to the new auxiliary drive in Parcel No.1, will require that vision clearance standards are met.

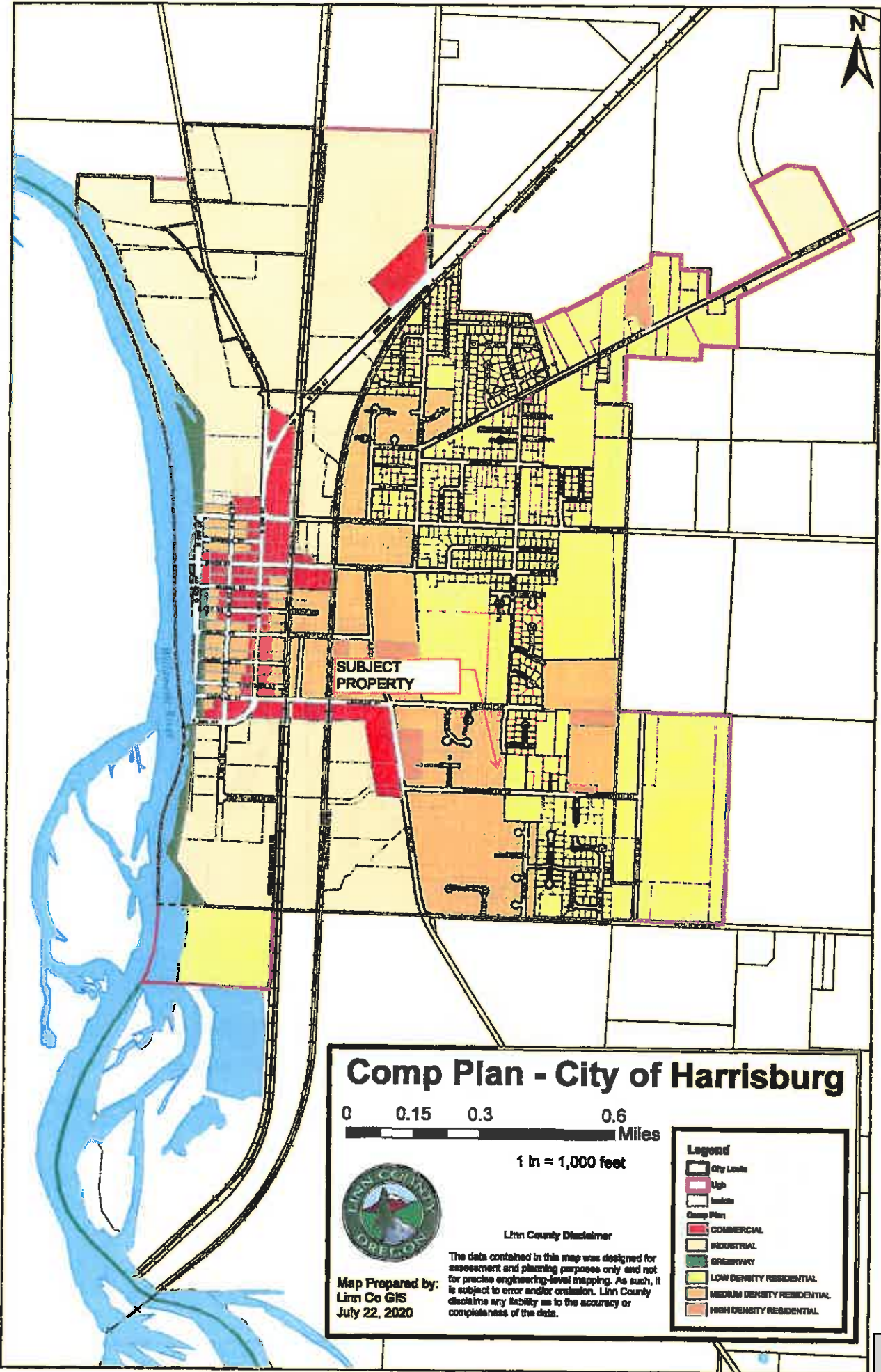
E. Landscaping: Any development of Parcels 2 and 3 will require that a landscape plan is submitted with the building permit, according to the size requirement of 25% of the lot, or the lesser of the front and side yards. The landscape plan shall include the types of plants as required in HMC 18.75.030(3). Amendments to soil, and necessary irrigation shall be provided to allow for healthy plant growth.

E.1 Street Trees: As per HMC 12.20.010, any development of Parcels 2 and 3 will require that Street Trees are paid for at the time that a building permit is taken out for new construction. Two (2) Street trees will be provided to each lot based on planting one tree for every 40 feet of property, as long as they avoid coming within five feet of any underground utilities. Street tree fees are based upon City Council Resolution.

F. Fences: Fences are not required in the R-2 zone, but if installed by the Applicant/owners, will be required to meet the standards in 18.75.040 and as required in Table 18.45.040.4. Height will be determined by the location of the fence on the residential property.

G. Outdoor Lighting: Outdoor Lighting is not required by the construction of homes on Parcels 2 and 3, but the installation of any lighting shall follow the standards of HMC 18.75.050(3).

H. Parking: A minimum of two parking spaces per residential dwelling shall be provided and detail of such shall be included in the building permit. All parking spaces in the R-2 zone shall be paved.



HARRISBURG PLANNING COMMISSION

URBAN RENEWAL PLAN AMENDMENT





ROADMAP

1. Role of Planning Commission
2. Amendment provisions
3. Process
4. Draft Motion

ROLE OF PLANNING COMMISSION

To review the Harrisburg Urban Renewal Plan Substantial Amendment for conformance to the Harrisburg Comprehensive Plan and make a recommendation to the Harrisburg City Council.

CHANGES TO THE PLAN

1. Add property

Parcels for water quality improvements

2. Add projects

Water quality improvements at both north and south water quality facilities

3. General updating of the Plan

COMPREHENSIVE PLAN FINDINGS

1. Public Facilities and Services

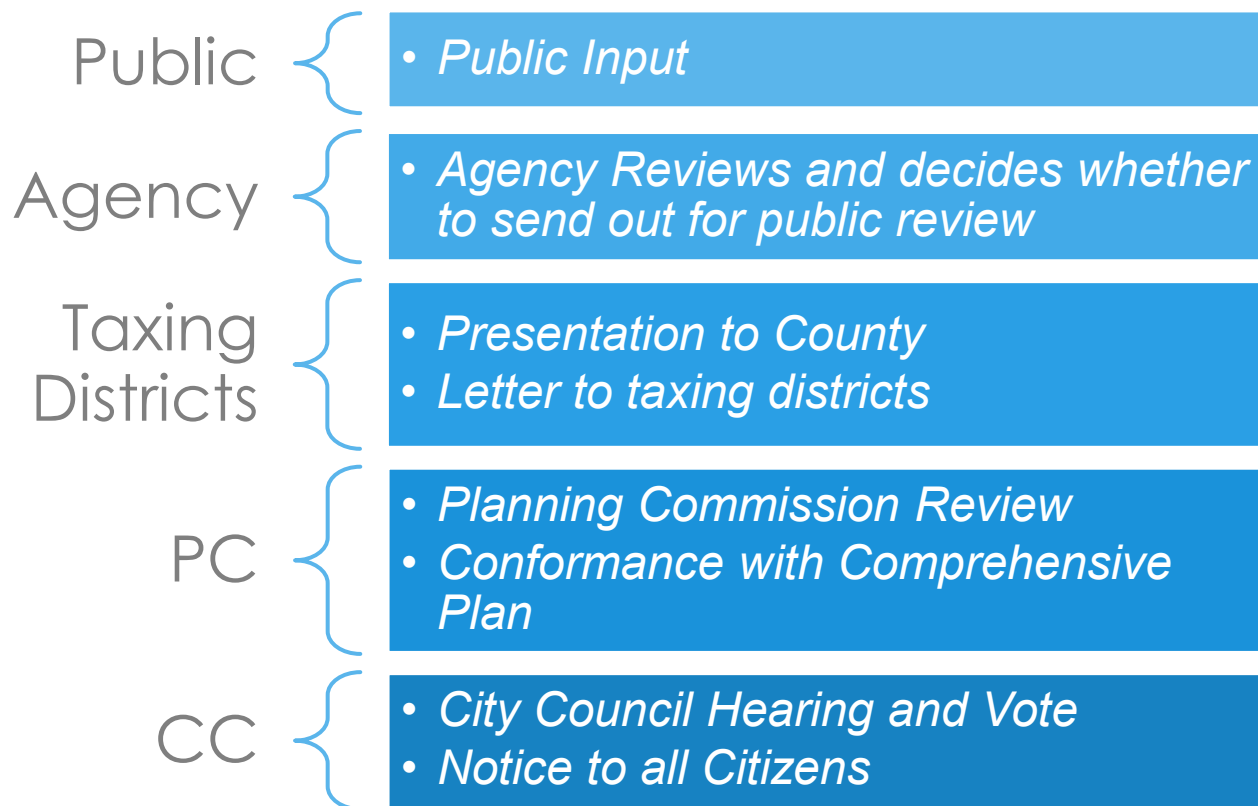
Added:

High quality water supply and distribution systems shall be maintained to meet current and future domestic, commercial and industrial needs.

Boundary



PROCESS FOR PLAN AMENDMENT ADOPTION



NEXT STEPS & SCHEDULE

- | | | |
|----|--|---------------|
| 1. | Planning Commission | Jan 17 |
| 2. | County briefing and vote | Jan/Feb. 2023 |
| 3. | City Council public hearing and first reading of Ordinance | March 14 |
| 4. | City Council second reading and adoption of Ordinance | March 28 |

SUGGESTED MOTION

“I move that the Harrisburg Planning Commission finds, based upon the information provided in the staff report and the provided attachments, that the Harrisburg Urban Renewal Plan Amendment conforms with the Harrisburg Comprehensive Plan

Optional additional language:

and further recommends that the Harrisburg City Council adopt the proposed Harrisburg Urban Renewal Plan Amendment.”

GENERAL GOVERNMENT

6.

FYE	Linn County	City of Harrisburg	Harrisburg RFD	4H Extension District	Subtotal
2023	(\$46,502)	(\$116,188)	(\$41,256)	(\$2,556)	(\$206,502)
2024	(\$37,455)	(\$93,583)	(\$33,229)	(\$2,059)	(\$166,326)
2025	(\$37,449)	(\$93,568)	(\$33,223)	(\$2,058)	(\$166,298)
2026	(\$37,909)	(\$94,719)	(\$33,632)	(\$2,084)	(\$168,344)
2027	(\$38,459)	(\$96,093)	(\$34,120)	(\$2,114)	(\$170,785)
2028	(\$39,128)	(\$97,766)	(\$34,714)	(\$2,151)	(\$173,759)
2029	(\$39,829)	(\$99,517)	(\$35,335)	(\$2,189)	(\$176,870)
2030	(\$40,560)	(\$101,345)	(\$35,984)	(\$2,229)	(\$180,118)
2031	(\$41,324)	(\$103,253)	(\$36,661)	(\$2,271)	(\$183,509)
2032	(\$40,695)	(\$101,682)	(\$36,103)	(\$2,237)	(\$180,717)
2033	(\$40,685)	(\$101,659)	(\$36,095)	(\$2,236)	(\$180,675)
2034	(\$40,685)	(\$101,659)	(\$36,095)	(\$2,236)	(\$180,675)
2035	(\$18,371)	(\$45,903)	(\$16,298)	(\$1,010)	(\$81,581)
TOTAL					
:	(\$499,051)	(\$1,246,936)	(\$442,744)	(\$27,429)	(\$2,216,160)

EDUCATION

6.

FYE	ESD Linn-Benton-Lincoln	Lane Community College	Harrisburg SD #7	Subtotal	Total
2023	(\$11,133)	(\$22,605)	(\$169,974)	(\$203,711)	(\$410,213)
2024	(\$8,967)	(\$18,207)	(\$136,904)	(\$164,078)	(\$330,404)
2025	(\$8,965)	(\$18,204)	(\$136,881)	(\$164,050)	(\$330,349)
2026	(\$9,075)	(\$18,428)	(\$138,564)	(\$166,067)	(\$334,411)
2027	(\$9,207)	(\$18,695)	(\$140,573)	(\$168,475)	(\$339,260)
2028	(\$9,367)	(\$19,020)	(\$143,020)	(\$171,408)	(\$345,167)
2029	(\$9,535)	(\$19,361)	(\$145,580)	(\$174,476)	(\$351,346)
2030	(\$9,710)	(\$19,716)	(\$148,254)	(\$177,680)	(\$357,799)
2031	(\$9,893)	(\$20,088)	(\$151,044)	(\$181,024)	(\$364,534)
2032	(\$9,742)	(\$19,782)	(\$148,746)	(\$178,270)	(\$358,987)
2033	(\$9,740)	(\$19,777)	(\$148,710)	(\$178,228)	(\$358,903)
2034	(\$9,740)	(\$19,777)	(\$148,710)	(\$178,227)	(\$358,903)
2035	(\$4,398)	(\$8,930)	(\$67,148)	(\$80,476)	(\$162,057)
TOTAL:	(\$119,473)	(\$242,590)	(\$1,824,108)	(\$2,186,172)	(\$4,402,331)

Schools are funded through the State School Fund on a per pupil basis: Urban Renewal indirectly impacts them.

Code	Description	Count	Amount	GL Account
Court Costs				
CF	COLLECTION FEE	3	92.76-	
COSTS	COURT COSTS	6	104.81	
DEF-ADJUD	DEF ADJUDICATION	8	760.75	
LPF	LATE PAYMENT FEE	10	23.35	
PA	PAYMENT ARRANGEMENT- FEE	4	23.09	
SCF	SHOW CAUSE FEE	1	50.00	
SUSP	SUSPENSION FEE	5	31.76	
Total Court Costs:		37	901.00	
Fines				
DISM	CHARGE DISMISSED	2	7.02	
DIV	DIVERSION AGREEMENT	2	268.00	
FINE	FINE ASSESSED	1	41.00	
GBD	GUILTY BY DEFAULT	18	1,739.40	
GUILTY	FOUND GUILTY	31	1,883.71	
Total Fines:		54	3,939.13	
Surcharges				
COUNTY	COUNTY ASSESSMENT	17	179.22	
STATE	STATE ASSESSMENT	24	776.05	
Total Surcharges:		41	955.27	
Third Party				
REST	VICTIM RESTITUTION	1	100.00	
Total Third Party:		1	100.00	
Grand Totals:		133	5,895.40	

Report Criteria:

Case.Violation date = 05/01/2023-05/31/2023

Agency	Case Number	Citation Numbers	Violation Date	Primary Offense	Location
LCSO	23-T-0099	220870	05/02/2023	EXPIRED VEHICLE REGISTRATION	599 TERRITORIAL ST & N. 6TH ST
COBURG PD	23-T-0091	190276	05/05/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	DIAMOND HILL DR & N. 9TH ST
COHB	23-C-0007	23-C-0007	05/05/2023	FAILURE TO PAY UTILITY BILL	540 LASALL ST
COBURG PD	23-T-0092	C6625	05/05/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	6TH ST & SOMMERVILLE LP
LCS	23-T-0097	220933	05/09/2023	EXPIRED VALIDATING STICKER	599 LASALLE ST & S. 6TH ST
COBURG PD	23-T-0095	190699	05/11/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	DIAMOND HILL DR & N. 8TH ST
LCSO	23-M-0035	220946	05/11/2023	DRIVE WHILE SUSPENDED - MISD	627 TERRITORIAL ST
LCSO	23-T-0098	220953	05/11/2023	FTO TCC-SIGN; NO OPERATOR LICENSE	601 SMITH ST.
COBURG PD	23-T-0096	190484	05/12/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	6TH ST & PRICEBORO
COHB	23-C-0008	23-C-0008	05/12/2023	JUNK	540 LASALLE ST
COBURG PD	23-T-0093	1884	05/13/2023	FAILURE TO OBEY TRAFFIC CONTROL DEVICE-SIGN	7TH ST & TERRITORIAL ST
COBURG PD	23-T-0094	190287	05/13/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	6TH ST & SOMMERVILLE LP
LCS	23-M-0036	220992	05/13/2023	THEFT II; FORGERY II	390 SOMMERVILLE LP
LCS	23-M-0037	221018	05/16/2023	THEFT III	580 TERRITORIAL ST
COBURG PD	23-T-0103	C6927	05/17/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	DIAMOND HILL DR & N. 8TH ST
COBURG PD	23-T-0104	C6928	05/17/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	S. 6TH ST & PRICEBORO
LCSO	23-T-0100	221047	05/19/2023	DRIVE WHILE SUSPENDED/REVOKED	399 TERRITORIAL ST/N 4TH ST HARRISBURG
COBURG PD	23-T-0102	190292	05/20/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	6TH ST & SOMMERVILLE LP
LCSO	23-T-0101	221054	05/20/2023	EXPIRED VEHICLE REGISTRATION	636 S 9TH ST HARRISBURG
LCSO	23-T-0105	221069	05/22/2023	DWS/REVOKED; FTU SEAT BELT; DRIVE UNINSURED	170 N 3RD ST HARRISBURG
LCSO	23-T-0106	221079	05/24/2023	FAILURE TO OBEY TRAFFIC CONTROL DEVICE-SIGN	601 SMITH ST HARRISBURG
LCSO	23-T-0107	221089	05/25/2023	FAILURE TO OBEY TRAFFIC CONTROL DEVICE-SIGN	199 N 9TH ST/MONROE ST HARRISBURG
LCSO	23-T-0108	221097	05/26/2023	EXPIRED VALIDATING STICKER; DRIVE UNINSURED	299 S 3RD ST/MACY ST HARRISBURG
LCSO	23-T-0109	221099	05/26/2023	EXPIRED VALIDATING STICKER	299 S 3RD ST/MACY ST HARRISBURG
LCSO	23-T-0110	221105	05/27/2023	EXPIRED VALIDATING STICKER	299 MONROE ST/N 3RD ST HARRISBURG
LCSO	23-T-0111	221106	05/27/2023	EXPIRED VALIDATING STICKER	299 MONROE ST/N 3RD ST HARRISBURG
LCSO	23-T-0112	221107	05/27/2023	EXPIRED VALIDATING STICKER	170 N 3RD ST HARRISBURG
LCSO	23-T-0113	221113	05/28/2023	EXPIRED VALIDATING STICKER	399 S 6TH ST/KESLING ST HARRISBURG
LCSO	23-T-0114	221114	05/28/2023	EXPIRED VALIDATING STICKER; NO OPER LICENSE	799 S 2ND ST/S 3RD ST HARRISBURG
LCSO	23-T-0115	221127	05/29/2023	EXPIRED VEHICLE REGISTRATION	619 N 9TH ST/AZALEA DR HARRISBURG
LCSO	23-T-0116	221136	05/30/2023	FAILURE TO OBEY TRAFFIC CONTROL DEVICE-SIGN	699 S 9TH ST/LASALLE ST HARRISBURG

Grand Totals:

31 CITATIONS ISSUED FOR A TOTAL OF 37 OFFENSES

