



## Harrisburg City Council Agenda December 13, 2017 6:30PM

Mayor: Robert Duncan  
Council President: Mike Caughey  
Councilors: Kimberly Downey, Robert Boese, Sarah Puls, John Loshbaugh, Adam Keaton  
and Youth Advisor Sarah Isom  
Meeting Location: Harrisburg Justice Center @ 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. *The City of Harrisburg is an equal opportunity provider.*
6. *For information regarding items of discussion on this agenda, please contact City Recorder/Assistant City Administrator Michele Eldridge, at 541-995-6655.*

1. Call to order and roll call by Mayor, Robert Duncan
2. Concerned citizen(s) in the audience. (Please limit presentation to two minutes per issue.)
3. Consent List Approval: 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.

3. The matter of Approving the Consent List

**LOCATION:** The Consent List is Located in the Council Agenda Packet

**ACTION:** The motion for Approving the Consent List will approve the following:

- Payment of the November 2017 Bills
- The Minutes of November 8, 2017

4. The matter of a Discussion(s) with Other Agencies.

**IF REPRESENTATIVES OF EITHER AGENCY ARE PRESENT, A DISCUSSION FROM THE LINN COUNTY SHERIFF'S OFFICE, AND/OR THE HARRISBURG FIRE/RESCUE DISTRICT CAN BE HELD AT THIS TIME.**

5. The matter of Approving Ordinance No. 956 "AN ORDINANCE GRANTING A NON-EXCLUSIVE GAS UTILITY FRANCHISE TO NORTHWEST NATURAL GAS COMPANY, AND FIXING TERMS, CONDITIONS AND COMPENSATION OF SUCH FRANCHISE WITHIN THE CITY OF HARRISBURG, STATE OF OREGON, AND REPEALING ORDINANCE NO. 820"

**STAFF REPORT:** Ordinance No. 956

**ACTION:** Motion to Approve Ordinance No. 956, "AN ORDINANCE GRANTING A NON-EXCLUSIVE GAS UTILITY FRANCHISE TO NORTHWEST NATURAL GAS COMPANY, AND FIXING TERMS, CONDITIONS AND COMPENSATION OF SUCH FRANCHISE WITHIN THE City OF HARRISBURG, STATE OF OREGON, AND REPEALING ORDINANCE NO. 820."

6. The matter of Discussing Policies that the City is Required to have in Order to use Community Development Block Grant Funds, and Approving Resolutions No.'s 1177, 1178, 1179 and 1180, and Approving Ordinance No. 957, "AN ORDINANCE REPEALING ORDINANCE NO. 528"

**STAFF REPORT:**

- Exhibit A: Draft Resolution No. 1177 Nondiscrimination Policy
- Exhibit B: Draft Resolution No. 1178 Fair Housing Policy
- Exhibit C: Draft Resolution No. 1179 Limited English Proficiency Policy
- Exhibit D: Draft Resolution No. 1180 Section 3 Plan
- Exhibit E: Draft Ordinance No. 957

**ACTION:**

1. Motion to Approve Resolution No. 1177, "A RESOLUTION ADOPTING A POLICY REGARDING NONDISCRIMINATION ON THE BASIS OF HANDICAPPED STATUS AND ESTABLISHING A GRIEVANCE PROCEDURE FOR COMPLAINTS OF ALLEGED DISCRIMINATION BASED UPON DISABILITY"

2. Motion to Approve Resolution No. 1178, "A RESOLUTION ADOPTING A FAIR HOUSING POLICY."

3. Motion to Approve Resolution No. 1179, "**A RESOLUTION ADOPTING THE LIMITED ENGLISH PROFICIENCY POLICY AND LANGUAGE ACCESS PLAN.**"
4. Motion to Approve Resolution No. 1180, "**A RESOLUTION ADOPTING THE SECTION 3 PLAN TO COMPLY WITH 24 CFR, PART 135 OF THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT SECTION 3.**"
5. Motion to Approve Ordinance No. 957, "**AN ORDINANCE REPEALING ORDINANCE NO. 528.**"
7. The matter of Approving Resolution No. 1181, "**A RESOLUTION ACCEPTING THE CANVASS OF ELECTION VOTES FROM THE NOVEMBER 7, 2017 SPECIAL ELECTION FOR THE CITY OF HARRISBURG MEASURE 22-169 WATER GENERAL OBLIGATION BOND AUTHORIZATION**"  
**STAFF REPORT:** Exhibit A: Resolution No. 1181  
Exhibit B: Linn County Special Election Abstract  
**ACTION:** Motion to Approve Resolution No. 1181, "**A RESOLUTION ACCEPTING THE CANVASS OF ELECTION VOTES FROM THE NOVEMBER 7, 2017 SPECIAL ELECTION FOR THE City OF HARRISBURG MEASURE 22-169 WATER GENERAL OBLIGATION BOND AUTHORIZATION.**"
8. The matter of Discussing a Modification to an Existing Memorial Bench in Riverfront Park  
**STAFF REPORT:** Exhibit A: November 7, 2017 Letter from Connie Smith  
Exhibit B: Council Policy 15-1.03 Memorials & Building Naming  
Exhibit C: Photos of Existing Bench  
**ACTION:** Motion to deny Ms. Connie Smith's proposal to add a memorial plaque and vase for Mr. Keith Corey to the memorial bench for Mr. Douglys Lynn Smith.
9. The matter of Discussing the Proposed Remodel of the Justice Center/Library Building  
**STAFF REPORT:** Exhibit A: Draft Floor Plan Drawing  
**ACTION:** TBD
10. The matter of Appointing Planning Commissioners to Fill Vacancies on the Planning Commission  
**STAFF REPORT:** Exhibit A: Applications for Kent Wullenwaber and David Smid  
**ACTION:** Motion to Appoint Kent Wullenwaber and David Smid to Serve on the Planning Commission with Four-Year Terms set to expire on December 31, 2021.
11. The matter of Appointing a Member and Alternate to the Cascade West Area Commission on Transportation  
**ACTION:** Motion to Appoint [Insert name of elected official], as Harrisburg's Primary Member, and [insert name of elected/appointed official], as Harrisburg Alternate Member, of the Cascade West Area Commission on Transportation for terms beginning on January 1, 2018 and ending December 31, 2020.

12. The matter of Discussing How to Address Street Maintenance Issues and Potential Funding

**STAFF REPORT:** Exhibit A: Excerpt from 2016 Street Assessment Report

**ACTION:**

1. Staff recommends the City Council set a goal of \$250,000 for Street Maintenance in FY 2018-2019.

2. Staff recommends the City Council direct staff to investigate ways to raise the revenue without imposing an additional financial burden on the public.

13. The matter of Presenting the City's Draft Five Year Strategic Plan for 2018-2022

**STAFF REPORT:** Exhibit A: Draft Strategic Plan 2018-2022

**ACTION:** N/A

14. Other.

15. Adjourn