



Harrisburg City Council Work Session Minutes

August 27, 2019

Meeting Location: Harrisburg Municipal Center – 354 Smith St.

CALL TO ORDER AND ROLL CALL: At the hour of 6:30 PM, Mayor Robert Duncan called the meeting to order. Present were Kimberly Downey, Robert Boese, Adam Keaton, and Charlotte Thomas. Absent were Councilors Randy Klemm, and Mike Caughey. Staff present were City Administrator Brian Latta, and City Recorder/Asst. City Administrator Michele Eldridge.

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

THE MATTER OF HEARING A PRESENTATION FROM THE LINN COUNTY SHERIFF JIM YON.

LCISO REPORT: Sheriff Yon started with a review of the month of July Sheriff's Office Reports: There were 13 traffic citations, 19 traffic warnings, 1 crash in town, 183 complaints, plus 42.75 hours of traffic enforcement. With 7 hours of administrative work, we spent a total of 336 hours in town. He also shared that earlier this month, Quintin Reddington was arrested. We discovered multiple thefts he was responsible for, including mail thefts as well as discovering tools belonging to the contractor at the school, who hadn't reported them missing.

- Thomas said that her mail was stolen, the day she came home from vacation.
- Sheriff Yon said that they also recovered a stolen vehicle. They had a DUI on July 4, and the local laundromat was broken into. In addition, they caught a juvenile, who was jumping on and destroying new plants at the fire hall. They caught him on cameras and could identify him. He will be providing restitution to them.
- Sheriff Yon then referred to the PowerPoint presentation (Please see Addendum No. 1) he had brought and went through with the City Council. Their mission statement is *Keeping the Peace with Dignity, Honesty, and Compassion*. The Sheriff's Office was formed in 1847, and they cover roughly 2,300 sq. miles of territory. They currently have 190 employees, who deal with the day to day operations. He talked about the different

departments that the Sheriff's Office had, and what they each did. Their budget is just a little under \$34 million right now. Some funds are given to them from the general fund for Linn County, but they also have an operating levy, which is funded every 4 years. They started the levy in the early 80's. Like most government entities, most of their expenses are with personnel, with the rest going in about an 80% to 20% split to materials and services. They do a good job of controlling expenses, and not purchasing anything unless it's truly needed.

- Latta asked if they lower expenses enough, do they also reduce the levy?
- Sheriff Yon told him no, it's kept at the same rate. They are very careful with their expenses. For instance, their current software has been in use since 1989. The only reason that they are considering changing is because the software version they have is no longer supported by the company. That was just one example of what they do to save on funds. They currently have around 300 volunteers, which range from youths, to seniors, and from search and rescue to mounted posse's, etc. Around 27,000 hours were logged by volunteers last year, which comes to roughly 14 FTE.
- Mayor Duncan asked if they had only one reserve officer right now?
- Sheriff Yon told him yes; they just hired another person today. As the city knows, all of their patrols are understaffed right now. They are working on filling those needs. They also need more reserves, because those positions are relied upon when they cover events like the 4th of July. He added that our contract with the City is really beneficial to the City, because the City doesn't need to deal with liability. A law enforcement department always has a lot of liability concerns, and a jail increases those. Jails usually result in large lawsuits and are a huge expense. Another thing they have done is to add the services for a contracted city representative, who is Lieutenant Michelle Duncan. That's a liaison to the cities, and he thought, a beneficial position for all of us.
- Downey liked the presentation, and she hoped that everyone gets the big picture. She's glad that they allowed the changes on the contract, because she thinks it beneficial to them. She felt that our problem right now, is the City's input on strategy. She knows we have input, that is what she is hearing from other councilors. You hear us, but nothing is happening. That's a problem. You would be amazed of how much the traffic patrol issue has come up amongst our citizens. She talks weekly with a neighbor, who talks about the traffic problems. We aren't making it up.... we are hearing it from citizens, and it's a concern. She knows with everything going on in the sheriff's department, it may not seem important. But it's a big issue to the citizens of Harrisburg. That is the push here, that we get from citizens, that people speeding around town, going crazy in cars, and they know that things are being done about it, but not enough. We need to fix it; that needs to get better. She does know that people won't stop speeding.
- Sheriff Yon said that we won't ever make everyone happy. We will always have that. He is going to strive to be better on this. What he doesn't think is right, is if a city gives them, as an example, a goal of 20 traffic tickets per deputy per town.... that's a quota; citizens would rebel against that. He understands what you are saying; if we work together, we can get together and figure it out.
- Downey commented that we have no complaints about anything else. Just traffic.
- Sheriff Yon said that the deputies are not always doing traffic, calls are up this month, compared to last year. That's not an excuse; but it does tell a little bit of the story. He is hearing what you are saying, and he wants the numbers there himself. The last thing he wants, is for you guys to be upset. He doesn't want you to think that. At one point, we

could go too far. If you set any kind of a quota, then he would have a problem with that. He doesn't like that personally.

- Downey said that we maybe need to have a conversation, as nobody here wants a quota.
- Sheriff Yon said that he works better with having a ballpark number of hours that they should be providing.
- Boese wasn't certain or sure how involved we want to go in this conversation. He has more of an understanding of what you do, as he's been through citizens academy. He's not sure of how much discussion we should be getting into in relation to traffic hours; is this the time to do this?
- Mayor Duncan told him sure.
- Boese said that when we were looking at supplemental traffic services, it was to get more manpower, that we weren't getting from you. We aren't trying to offend the sheriff's office, or anything, we just want to add to the services you give us.
- Sheriff Yon apologized for that.
- Boese told him that we never thought of just getting rid of the Sheriff's Office. He hopes the Sheriff knows that.
- Sheriff Yon said that he understands that. When a deputy is patrolling, they are also looking of suspicious vehicles, and people, and they are doing traffic enforcement at the same time, but don't necessarily correlate their hours as falling into that time slot. If they sit on Diamond Hill Road, at 7:30 on Thursdays, then that's easy to call it traffic hours. But if you are driving around town, you are doing it all at once; watching traffic, running radar, looking at parked cars, people, and buildings. From their perspective, it's difficult to separate that out.
- Downey commented if they are looking around, then maybe it should be counted.
- Sheriff Yon said that to him, it's not a huge deal to differentiate; but with all the stuff they do, it's different. Also, it's one more thing that they have to carve out and document on top of everything else. They can work on that; he knows Lieutenant Duncan has worked on that and knows she's had a meeting with the resident deputies. If we clarify that, and make it better, is that what you are looking for?
- Boese told him yeah, as far as traffic hours, we were supposed to try to get 75?
- Latta said that was a goal.
- Boese said that they've never really reached that goal, as far as we've seen, and that's why we said we should supplement that.
- Sheriff Yon said to be honest, when we looked at that, it wasn't worth the fight to him, to list something more realistic. We were trying to get the contract finalized, and he simply wanted to get it completed. Perhaps he should have negotiated more on that.
- Boese told him that's what he looks for, what he feels we are paying for, and what we are not getting. Perhaps we should pro-rate it if we aren't getting it.
- Sheriff Yon wanted to point out that we don't have many crashes. Excessive speeding generally shows up in an increased number of crashes, which we don't have. He knows that people in Monroe right now, are really confused as to who they are supposed to be calling when there are problems in town. He would prefer to be given an opportunity to revise our traffic hours goal, and to be given a chance to meet it. If we can't meet that, then he can see Harrisburg signing up for additional services.

- Thomas asked how it correlates, with the levy, that all the taxpayers in Linn County are paying for additional services? How does the LCSO compensate for that?
- Sheriff Yon asked if she meant how we would handle the calls differently?
- Thomas said that we are paying for enhanced services, but you say you've been getting more calls both here, and elsewhere.
- Sheriff Yon said that they may be driving through a street in Waterloo, but they aren't obligated to be there for a certain number of hours.
- Thomas asked if you are required to respond?
- Sheriff Yon told her that depends. If there is a crash, with no injuries, and not a lot of damage, then they may not come. A burglary may not be urgent enough to attend to that day, but they would catch up with that. They wouldn't have to conform to a certain amount of hours. Plus, right now, they patrol where and when they want.
- Keaton could understand how difficult it is to determine how much time officers spend in town. If they are in town, and someone goes by speeding, they probably would pull them over. That's simple. He suggested that maybe they should change their metrics; perhaps anytime they are in town, they could say that roughly, 25% of their time in town is spent on traffic issues. Isn't that an easier time metrics to measure?
- Sheriff Yon said probably; but his deputies are also worried about making things accurate. It's important that what they do, can be tracked, and is accurate.
- Keaton understood that. It's hard, and he gets that. But if they use a ratio, it simplifies that. He knows that we are kind of getting around the accuracy issue, but how do we arrive at right number of traffic hours, so citizens feel they are safe? We don't know if 75 hours of traffic enforcement is the correct number. Before, the number we had, wasn't met, and it didn't feel like it was correct. We thought a lower number for traffic was in-line, and you lowered the number of total hours,
- Latta said that we tried to have that previously, but LCSO didn't separate warnings and tickets. During our meetings, he tried to gauge that with 420 hours, that hey, maybe 100 hours in traffic would work. When we asked what was realistic, you said 75. You had stated that as a goal, that would probably work; although you likely wouldn't reach it a majority of times. After seeing the number of hours that LCSO was averaging, they directed him to look at the possibilities of supplemental services. You had asked us to communicate with you, which we did, saying that we just wanted to supplement traffic services. He thought he had been given the green light of the RFP to go out.
- Sheriff Yon said that he didn't handle that well; he will be the first to admit it. 75 hours might not be right, but we will strive to find out what is more appropriate. He suggested that perhaps we could have a combined committee to work on something like that? But he wasn't sure what constituted a quorum for Council.
- Keaton said that our overarching concern is that our citizens feel safe if they try to cross the road at 7th & Diamond Hill Road.
- Downey said that knew a deputy had been placed there.
- Keaton agreed. He added that his presence there helps, because it slows people down. We don't want a quota, and doesn't think that would work. But whether they give out warnings or citations, it's still going to work on trying to get people to stop speeding.
- Sheriff Yon said then that if 4 is our quorum, maybe 2 or 3 people could meet with them to work on the traffic issue.

- Donna Duncan, 185 N. 4th St., brought up that we as taxpayers are really paying three times for services. Our taxes go to Linn County, who funds the Sheriff Department, then we also pay a levy, and then our taxes that go to the city, pay for something more? Is that for something different?
- Sheriff Yon told her it was.
- Duncan asked why her tax dollars are not enough to get what she wants in town. She can see that if we are paying taxes, that we expect to get protected by a policing agency, and that's where her money is. She didn't choose where her tax dollars go, but because she's a citizen, she expects you to provide the services she pays you to do.
- Sheriff Yon said that we have a levy that goes out for the vote every 4 years, which provides 52% of their budget. The city pays extra money, for enhanced services.
- Duncan said that she understands that. Why do we have to spend extra money to get enhanced services.
- Sheriff Yon said that is at Council's discretion, if they choose to do that. If they don't want to do that, then we are done with the contract.
- Duncan asked what she would get as a citizen, if the City does that.
- Sheriff Yon told her that we would try to provide a similar service, but not a guaranteed amount of time in town.
- Duncan said then if someone calls, you would call us back, and that would be for every call you get.
- Sheriff Yon told her that it's our goal to try to do that with every call for service they get. Sometimes they are delayed.
- Duncan said that she understood...but you would answer.
- Sheriff Yon told her yes.
- Duncan stated then, that we should get some really cool stuff with enhanced services.
- Sheriff Yon felt that you do get that. Having only one crash in town proves that.
- Duncan said that it's because of our citizens, that we have a great community.
- Sheriff Yon felt that it's a combination, of them doing their job, and the citizens in the community. There are always voices out there that don't feel we are providing what we should, but we can't do it ourselves.
- Charles Alton, 396 S. 2nd St.; said that there's a difference problem. There could be a speeder going down one street, and another on Hwy 99. He doesn't know how many deputies you have, and how many they stop for speeding. He suggested that they try to put different metrics together and try to figure out the trouble spots. Without having police officers, how can you measure up, to know how many people are speeding, and how many have been pulled over. We need to come up with a way to measure this thing, to measure if police action is making a difference.
- Sheriff Yon told him that if you can figure that out, you would probably be a rich guy.
- Anthony Bucher, 971 Sommerville Loop; said that for context, he generally works in a different county, in Lane County. They only work in rural Lane County, 3 days a week. If you have a number to call, say for instance, for an active shooter, you are likely not getting to get anyone in time, unless a deputy is already here. The Sheriff may be trying to answer a call, but he's not sure, that everyone will show up, and in a timely manner, and that it would be uncommon. He understands the problem, but he doesn't see them a lot. His general observation is that someone is going to show up, and actually be in town, just not in a timely basis.

- Mayor Duncan wanted to close the discussion out with his two cents. He was crossing the bridge today, and he thought he saw a homeless camp, with a white car down there. He thought he should call and ask them to check it out, but then he hesitated. It bothered him, because he didn't feel it would be important to them. Are we big enough, that we could use our own police force, yes, but we can't afford it. With the cost of everything, such as PERS, and insurance costs are so high; we are beholden to Linn County. Sometimes when we call dispatch, it feels like we need to have our hat off, saying please Mr. Deputy, will you come and check on this for us? It shouldn't feel like that. When we hire someone, even Public Works, we reiterate that you are now a public servant. Whether you like it or not, you are working for the city, and you therefore work for everyone in town. He is backed by these wonderful people, and if serving is below us, then leadership is beyond us. In this setting, we are all servants. We need to feel from the deputies, that they are here to serve us. Not because they are serving us; because it's their duty. You understand how we feel about our deputies.... we cherish and love them. His daughter was involved as a reserve officer, in an active shooting. He understands what it feels like when the phone rings. He thinks that all of us do. We ultimately are in leadership because we chose to serve. We understand that you can't be there every moment. When you cross that bridge, it's heaven. There is a weight on the shoulders, that falls off as we leave Lane County, because we have arrived. We've had several major incidents, and Junction City has gotten here first. We understand, you guys might be in Sweet Home, or in Brownsville. Are we at a point in this towns' life, where we have to do something different? That's why we get the big bucks, not because we dislike you guys. If we had to make decision tonight, then he doesn't think we could.
- Sheriff Yon told him that he believes wholeheartedly in what you said. When he interviews a new hire, being a public servant, is number 4 on his list. Those are his expectations with his staff. You should never feel that way. If a deputy is doing that, he needs to know. We had some issues, and we've taken care of it swiftly. We don't like that at all. What can we do to help you, should be the first and last thing you say. He doesn't ever want to hear differently. His expectations are that we are here to service the public. If you see someone having a bad day, then he wants to know about it. If you see it, and he sees it, and that guy sees it, then he wants to correct that. So, don't ever hesitate, if you don't get the service you want, or get talked to in a manner you disagree with, then call. That's what they are here for.
- Mayor Duncan said it's our beach, which the river decided to give us, until we get our boat landing back. But even though it's below the high-water mark, it's still part of something we care about.
- Sheriff Yon reiterated that he doesn't want them to hesitate to let us know; whether that's Sergeant Klein, Lieutenant Duncan, or himself. It's a big issue to him, and we want to deal with it. He doesn't want you to feel that way.
- Mayor Duncan understood; he said that we do appreciate your time. Feel free to sit and stay, and watch the wheels turn.
- Sheriff Yon wanted to wish good luck to Brian; he done some good things. He worked here as a resident deputy in 1993, and to see where it's at now; he's done a lot of good things and should be proud of what he has done. He appreciates the push back, he really does; and he wanted to give Latta kudos for the City thing (contract). It's been one

of the best things we've done. It's painful to look into the mirror, but it could be done, and is what you are doing. What is his timeline until he leaves?

- Latta told him this is his last meeting. We are interviewing some people tonight, to be an interim. The full recruitment will go out soon, and depending upon contracts and timing, we will luckily have the position filled in January.
- Sheriff Yon wished him good luck.

THE MATTER OF CONSIDERING A PROPOSAL BY ANTHONY BUCHER TO CONSTRUCT SIUSLAW PLACE, ENABLING FUTURE RESIDENTIAL DEVELOPMENT.

Staff Report: Latta commented that staff have no recommendation on this request, other than Council should be considering whether or not this proposed street improvement is more important than the others that appear on the CIP. (Capital Improvement Plan). Anthony Bucher is asking the Council if they will allow SDC (System Development Charges) funds, in the amount of \$110,000 to be used to pay for the extension of Siuslaw Place. He feels that this would allow the development of lots on this property, which the city would otherwise not have. He pointed out two things. First, to use SDC money, a project must be listed on the CIP; the extension of Siuslaw Place is not on the project list. In order to avoid being required to do an SDC analysis, we have to keep the same relative dollar amount of projects on the CIP list. If we decide to add Siuslaw Place, then another street project will need to come off of the list. Second, the Planning Commission has talked about widening Sommerville Loop, which they feel is a priority. In addition, the applicant feels that this project is similar to what the City did with Burton St. The City had a public improvement district on Burton St, where property owners had to pay for a portion of it, and the City had already approved some development on it in the past and hadn't required the street improvement at that time. This is really an apples to oranges comparison and doesn't match up. The project that Bucher is suggesting is very straight forward, and is a regular type of development. The question tonight, is if this project is as important or more important than other projects on the CIP. If that answer is yes, then we need a mechanism to make that happen.

- Anthony Bucher, 971 Sommerville Loop, told Council that they should know that he and his wife have developed other things in the City; this is not a do or die situation because they are committed to Harrisburg. They would simply rather do this here, than elsewhere. He talked to Council a couple of years ago, about how SDC's are counterproductive, and limits how much profit you can make. He wouldn't be mentioning SDC's tonight, except that on the property he is in the process of purchasing, there is a road segment, which is 60' wide, and is already owned by the City. Like many vacant parcels, road improvement is required before development is allowed on lands. There are several large lots in town, that will not be developed, because of infrastructure costs. So, the question is, do you want to have those improved. His point is that in comparison, this is a relatively small amount he is asking for, that will allow 8 lots to be developed. The homes built here would be unique; they would be very narrow. The size of this lot will limit its development; it will be vacant for a very long time, unless the City is willing to help it out. This is cost prohibitive personally, for having it done. He would need to put in the entire road, for the entire length of that parcel, in order to access any part of it; it comes to approximately 4000' sq. ft. of road.
- Mayor Duncan asked if that was like a giant driveway?
- Bucher noted that it's more than that, as it's a full street. The bid he received is around \$80,000, but he hasn't yet talked with the PW Director in order to determine what other

kinds of infrastructure requirements would be required. Therefore, he is asking for \$110,000 in SDC monies.

- Mayor Duncan asked how much that was per square foot.
- Bucher told him about \$7,000 per square foot. He has several different proposals in mind, with different mixes of structures. Some of the homes would be duplexes, but it depends upon setbacks on the lots he creates. Most of the duplexes would be located on the ends, of what would likely be corner lots. The lots will likely require variances, as they will be panhandle lots, with private access that will be likely be narrower than what is preferred. This is the first step before meeting with the Planning Commission. Brian and he have talked about this. He's confident that if this works, it will be great for the city, but if not, there are other things that they can consider. For this project, he would like to partner with the City. If this doesn't work, it will be a fire hazard for another 25 years.
- Mayor Duncan commented that he is a little concerned with this project suggestion. We have been trying to build up our street funds, from F rated streets on up. The first thing that always comes up, is what's on the CIP. He'd like to hear from Council on this.
- Keaton said that he didn't have anything specifically to note. There's not a lot you can do with this property, other than an air strip or bowling alley. There is a lot of everything on the list we can do around town, but when is there another opportunity, if this is the only one in 20 years, or whatever else needs to be done.
- Mayor Duncan asked about whether the SDC's we would get for each dwelling, would recover the \$180,000, as an example, we could spend for this project?
- Latta said that we receive \$13,107 per dwelling unit, but only a portion of that goes to transportation SDC's.
- Thomas said that she thought that the last time we had looked at the CIP, that Scholz had opinions about the order of things. Where would this project fall on that list?
- Scholz said that would be determined later on, if Council wants to add this to the list. When you alter the list, it requires that you are prioritizing the rest of the projects listed. Where would Council rank 4th St., in comparison to this? That would be a much larger conversation we would need to have.
- Latta said that we need to look at what value we are receiving with the extension of the road. This street dead ends into the mobile home park. That park is well maintained and will likely not be redeveloped soon. Roads that can develop other properties should be a priority. Other projects might have connectivity or be needed for safety considerations.
- Thomas would like to see the city revisiting this; it's an issue for another time. She would like to see beyond what Bucher is talking about.
- Scholz reminded Council that we need to redo the TSP (Transportation System Plan), which other than the one addendum made in 1999, hadn't been touched for some time.
- Mayor Duncan asked if we hadn't applied for a grant or something for that?
- Latta told him last year, we applied for a TGM (Transportation and Growth Management) grant. The TSP has guided us in the directions we've historically gone.
- Boese thought that looking at the CIP, that it was strange that we don't have a number 1 on this. It's starts at number 2.
- Thomas noted that Burton is on this list.

- Scholz agreed, and said that we've also just finished Kesling, from 1st to 2nd. Only part of Kesling could use SDC funds. We've been working on building up our transportation funds; there is only so much available. Nothing on this list is planned for this year. We are working on getting the water filtration plants, and the HRA street improvements done, and there are not enough resources. In fact, we would need to outsource to a 3rd engineering company to work specifically on this list.
- Boese said that as far as developing, there is not much potential with that property. Is anyone else looking at it?
- Bucher said that's not happening.
- Boese said that he didn't have any problem with doing this, but he wanted to make sure we take care of the other things we have on the CIP. It doesn't sound as though we are doing anything with the CIP this year.
- Scholz said we are, and we aren't. 4th Street is part of the HRA, and there are some things we are doing that aren't listed under the CIP. 4th Street is on the list.
- Latta said that there are some projects that are important, like the extension of 9th St. to Sommerville Loop. That's probably a main one, and the Planning Commission would like to add the widening of Sommerville Loop. They've had lots of development, and a lot of traffic down that street. Bucher certainly knows about this. Where the City has planned on expanding the City in that direction, and with the largest vacant parcels being looked at with interest on that road; we can't continue in the current condition. We need to make it larger; and we would need a public improvement district (PID) to be established. Well over half the properties along there have signed away their rights to object to any PID.
- Boese asked about the budget numbers on page 21 of the agenda; is the amount we have available to spend on transportation projects?
- Latta said his request is in relation to what SDC funds are available for transportation.
- Gaines said that's \$543,235.
- Downey said that we've been gutting expenses to try to make sure that we have more funds available for streets. How much money do we have in there now?
- Latta told her \$175,000.
- Mayor Duncan added that we've been restructuring jobs.
- Downey asked if this hurts that. Does this take anything away from the \$175,000?
- Latta told her it doesn't.
- Downey said then it could be paid for strictly out of SDC funds.
- Latta told her yes. It's new construction; there was no road there before.
- Downey said that the only thing she is concerned about is setting a precedent. If another builder comes in, he could say that you did it for him, and then it becomes a huge issue. She wants to treat everyone fairly. She wanted to make sure the \$175,000 was protected, because we worked hard to save that.
- Keaton asked Bucher what his budget timelines was on this. If we said go for it, when would the project start? Is it one summer, or two summers he would need to build it?
- Bucher told him that our goal is weather permitting to start on the road immediately. He would start the process of the subdivision while the road is being built. Then, when the road is done, the lots are ready to go. Hopefully, we could start building one or more units by next spring. He appreciates the discussion here, and he would ask the same questions. He had never seen the CIP before, and didn't understand how this works.

He understands and feels like she made a good point. If you say yes for this, then it's likely that next year, he would ask for more. He's in a tough position. There will probably be nothing done on this property, unless the city helps out. He's not super excited about the project. There is a mobile home park on one side and could see maybe a house on a panhandle lot; either that, or just grass.

- Mayor Duncan compared this to what happened in the historic district. Subway wanted to build on the corner of Smith and 3rd St and told us that they didn't want to follow the historic process. They said it would set them back. But while we wanted it really badly, we had to say no, because this is in the historic district, and they needed to follow the code. Two years later, they were back, and wanted to build, and this time, did it right. We now have a beautiful new building. He is extremely concerned about precedent. He's been Mayor for 20 years, and he doesn't want to set anything that would cause a precedent.
- Latta told him that this is something you should be concerned about. If you say yes to this, then when he comes to you with his next project, it will be harder to deal with. The typical development process, when you are subdividing, requires improvements. They build the infrastructure to our standards. The city has to accept that, before we allow any homes to be built.
- Thomas asked when the city owned the property?
- Latta told her it wasn't until Roger Raven divided the property.
- Thomas asked if that is the normal process for how it happens on somebody's property?
- Latta told her that it doesn't matter if it's dedicated or not. Any development of this parcel would have required the street.
- Boese thought that this strip was like a north and south road, that would have combined Sommerville Loop with Priceboro. He thought that was what it was going to be.
- Bucher agreed, and though it looked like it. It was leftover from the Marcus Landing Subdivision. It looks like a road easement.
- Latta had suggested a motion, depending upon what Council wanted to do.
- Downey said that we don't need to make a decision until we have a new CIP. She can't make an irregular decision on money, unless this is presented as a regular request.
- Boese agreed. He would like to see the CIP list, and what our priorities are this year, as well as the cost of them. He would like to see this property improved, rather than grass though.
- Downey added that if the CIP said we need to develop more small homes or duplexes, and that there is a need for a whole community there, then she could see the use of those tax dollars. If we use SDC's, then we all share that.
- Thomas said that she knew Harrisburg needs housing. One of the reason's we don't get it, is because of the roads and services that need to be extended. There is not a high enough income to support the houses that are bigger. They had actually looked at this property and had talked with Latta about it. Once we found out the cost of doing the road, we decided it wasn't worth it. If we are redoing the CIP, that piece wouldn't need to be on that. She thinks housing should be on a priority list, because there are no lots to buy.
- Boese had recently looked too. There is nothing in availability.
- Thomas said that with the main arteries that have for access, we have some massive development charges that will need to be taken care of. Scholz knows a lot about that.

- Downey said we need to relook at the plan.
- Keaton said that he would love to see something go on this property, because it's not ideal for anything other than an air strip. But unfortunately, with the CIP, he would go with this as it is. Its difficult to say if this is the best use of our funds. It might be the case in five years, after we do the water facility upgrades perhaps. He appreciated the work that Bucher put into this and thanked him for coming to us with it.
- Mayor Duncan said that the consensus then is no; for at least tonight.
- Bucher thanked the Council and appreciated the conversation. He would say the same thing sitting in their chairs. When he looks at the future, and with what Thomas said, about wanting to see Harrisburg growing, and knowing there is no housing there, is sad. He's probably built more houses in Harrisburg then anyone. He has a lot of builder friends, including in Monroe, and they said it's hard to develop here. Unfortunately, it is. When he sees the CIP, it's all good things. But in his perspective, none of the streets on the list are spurring development. There are things that need repair, and need work, but those aren't spurring development. Development spurs more taxes, which support sheriff patrols, and on and on. At some point, in Harrisburg, the builder would normally come in, and build, and would sell twice as much, making big money. He doesn't disagree that Sommerville Loop needs to be developed. He will be back in the future. He appreciates them listening and doesn't disagree with their decision.

THE MATTER OF CONSIDERING A ONE-TIME BONUS FOR PUBLIC WORKS UTILITY II EMPLOYEE MATT RENFRO FOR HIS OUTSTANDING LEADERSHIP AND WORK ON THE HARRISBURG MUNICIPAL CENTER PROJECT.

Staff Report: Scholz talked about the work that Renfro had done, and how much it saved the City by how he ran the projects. Latta agreed and said that he did a great job on this project; he really did save us a lot of money. We now have this beautiful building, and we are very proud of it.

- Thomas assumed we had the money for this. If so, she agreed.
- Mayor Duncan said that it's really a big deal for this building to be completed.
- Latta said that he saved us far more than \$2,000 on this project.
- Thomas **motioned to approve a one-time bonus for Matt Renfro in the amount of \$2,000. She was seconded** by Downey, and the **City Council voted unanimously to approve the bonus to be issued to Public Works employee Matt Renfro.**

THE MATTER OF CONTRACTED PLANNING SERVICES.

Staff Report: Latta summarized the information in the agenda, noting that we needed to procure land use planning services as a contracted service. He has sent out the RFP to several different groups, (Branch Engineering and the Oregon Cascades West Council of Governments, amongst others), which would provide us with planning services to the end of the fiscal year. That gives the newly hired City Administrator the ability to be involved in the decision of whether we would continue with this.

- Mayor Duncan said that he really liked Branch Engineering and worked with them on occasion. He was surprised that Council didn't need to vote on this.
- Latta said that it's all covered in HMC 3.100060 (1)(a). In this case, the contracting agency is the City Administrator. Therefore, no vote is required.

THE MATTER OF MARKETING MATERIALS FOR A NEW CITY ADMINISTRATOR.

Staff Report: Eldridge had created the brochure that is in the agenda, which was amended and approved by Latta and two members of the Council. Creating this in-house saved the city roughly \$1,500.

- Mayor Duncan joked that he wasn't sure what he thought about the weak mayor comment.... (Recorders Note: Weak Mayor is a form of government in which the Mayor does not have powers to vote, other than to break a tie).
- Thomas **motioned to approve the proposed copy of the City Administrator Recruitment Brochure and was seconded by Downey. The City Council then voted unanimously to approve the proposed copy of the City Administrator Recruitment Brochure.**

THE MATTER OF INTERVIEWING CANDIDATES FOR THE INTERIM CITY ADMINISTRATOR POSITION.

An Executive Session under ORS 192.660(1)(2)(A), To consider the employment of a public officer, employee, staff member or individual agent, was opened at the hour of 8:28pm.

The City Council resumed regular session at the hour of 9:33pm

- Thomas **motioned to have City Staff extend a job offer to John Hitt, as discussed during executive session pending background check approval. She was seconded by Downey. The City Council then voted unanimously to extend a job offer to retired City Administrator John Hitt.**
- Latta said that we will ask the City Attorney to draft a contract agreement. He asked Hitt was his availability was?
- Hitt said that he's very open, as he will be finished with the Lebanon Chamber of Commerce Executive Director job search as of this Friday. After being asked where he thought he would live while working, he noted that they have a home in Sunriver. It's a four-hour drive to Lebanon, and a three-hour drive here. His wife can stay there, and he can join her on the weekends.
- Latta told him we would call him and get everything set up.

OTHER ITEMS

- Downey said that we will have a quick Personnel Committee meeting, on the 9th of September.
- Eldridge handed out a list of competencies (Addendum No. 2) This is a form suggested for use by OCWCOG, in which you list the competencies of what you are looking for in the best candidate. She had a list of competencies, which are listed from the recruitment brochure. She asked that Council look this over and let her know if anyone would like to see changes to those that are listed.
- Latta added that he had a concerned citizen, who had complained about herbicide that the city was using in the City park. He had been told to hold off on walking his dog in the park at the time the city employee was spraying, because the product could be harmful to his dog (while wet). The citizen felt that the health of everyone, and our animals, would be improved if we would discontinue using harmful materials, and instead use

those that are environmentally clean, in the City parks. He shared this topic, as the citizen had requested, if Council would like to address it.

- Downey thought it was a good issue for the Interim City Administrator to address.

Brian Latta ~ Goodbye and final speech.

Brian Latta wanted to read something aloud, as this would be his last Council Meeting tonight with the City of Harrisburg.

"It has been my greatest pleasure to serve alongside you for the past six years, and four months. You welcomed me and my family into the Harrisburg community. We most certainly feel blessed you took a chance on an associate planner from up the road in the dark hills of Corvallis, to come down and take the reins as your city administrator. I will be honest.... I don't know what you were thinking. However, I worked very hard to tackle the challenge of learning how to be a manager, a supervisor, a liaison between you, city staff, and the public. While I feel like there have been challenges along the way, the Mayor, Council and staff have done a tremendous job at accomplishing great things for this city. I feel there are many more great and wonderful things in the months and years ahead in Harrisburg, and whoever fills the void I'm leaving behind will be blessed to work with each of you to accomplish these things.

I want to personally thank Mayor Duncan and each of the City Councilors. Thank you, Randy, for serving on the Council and being engaged with the legislative processes at the State and Federal levels. Thank you, Mike, (and Kay for the holiday treats) for your friendship and being Mr. Picky. Every Council needs one. Thank you, Adam, for being actively engaged in your community at such a young age. You are a standard bearer for your peers and should encourage them to also get involved in local government. Thank you, Charlotte, for being willing to speak your mind, and contributing all you do to the City and community. Thank you, Rob, for knowing I was the candidate for Harrisburg during my recruitment here all along. Also, thank you for your quiet wisdom and leadership on the Council. Thank you, Kim, for your mentorship and discussions on personnel related matters, and please call me when it snows down here again, and I'll be on my way with a shovel in hand. Thank you, Bobby. Your passion and leadership for this community is unmatched, which is why you'll probably be Mayor for another 20+ years. I feel I've followed your counsel in leaving Harrisburg better than I found it."

At the hour of 9:46pm, Mayor Duncan asked Latta to wield the gavel, and to officially close the Council Meeting.

Mayor

City Recorder



Harrisburg City Council



Sheriff Jim Yon

- Appointed Sheriff on June 1, 2018
- Elected Sheriff November 2018 for a 4 year term 2019-2022.
- Started with the Sheriff's Office September 15, 1993
- Born and raised in Linn Co.
- Married with 2 adult children
- Reside in Sweet Home

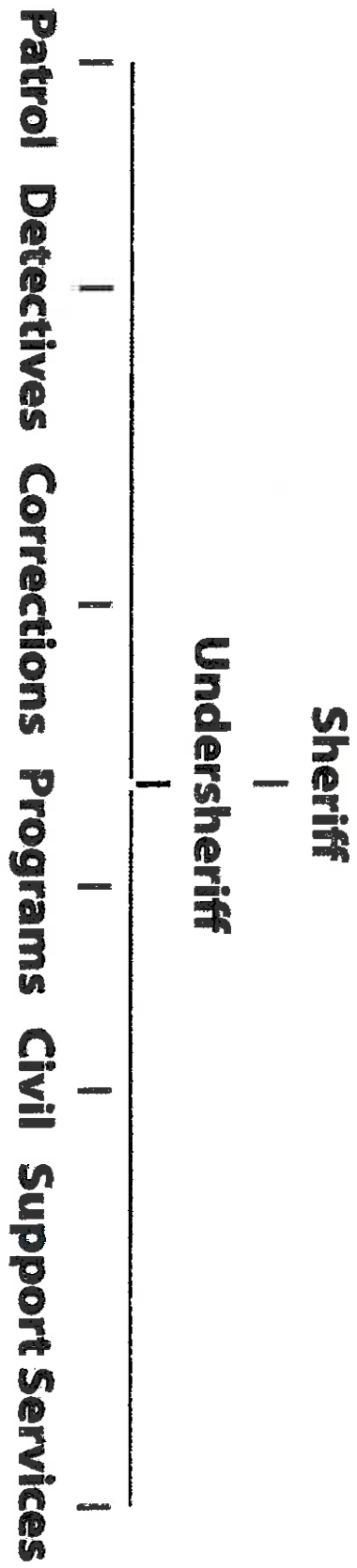


Office of Sheriff

- The Office of Sheriff is unique and is found only in the American Criminal Justice System.
- The Sheriff is elected as the people's representative and is their Chief Law Enforcement Executive of the county.
- The Sheriff's authority and duties are set in statute. The fundamental duty of the Sheriff, through his deputies, includes serving the community, safeguarding lives and property, protecting the innocent from oppression, preventing and solving crime, keeping the peace and ensuring the rights of all citizens to liberty, equality and justice.
- The Sheriff is entrusted with the protection of his constituents through the enforcement of our laws, protecting the US Constitution and its Amendments.
- The Sheriff, at all times, represents the entire community and is a nonpartisan position.
- The Sheriff's elected status creates a direct and continuing linkage with the people.
- **The Oregon Constitution only requires three elected offices, the Clerk, Treasurer and the Sheriff.**



Organizational Structure





Daily activities may include....

- Criminal Patrol
- Corrections
- Civil Service
- Search and Rescue
- Emergency Management
- Dive Rescue
- Detectives
- SWAT
- Evidence and Property
- Animal Control
- Court House Security
- Inmate Work Crew
- Narcotics Enforcement
- Marine Patrol
- Timber Patrol
- 9-1-1 Dispatching
- Records
- Administration



Staffing

- 190 total FTE
- Criminal 66 FTE
- Corrections 64 FTE
- Animal Control 5



County Decisions

- County focus is on infrastructure and public safety – this is the role of government
- Has been since the early 1980's
- The LE levy started in the early 80's and is still here today
- Our focus remains the same today



What it Costs & where does it come from?

- \$34 million dollar annual budget (FY 19/20)
- \$34.5 million (FY 18/19)
- Three main funding streams:
 - General Fund 14%
 - Revenue 28%
 - Law Enforcement Levy 58%
- 80% to 20% ratio (personnel to M&S)



General Fund & Contracts

- General Fund is from county taxes...\$4.8 million (FY 19-20)
- LE Levy.....\$19.5 million
- Total revenue....\$9.5 million
- Revenue is from contracts:
 - City LE contracts ...\$932,973
 - Other contracts....\$976,767



Recent Office Projects

- 2017 - New Computer Aided Dispatch/Records Management
- 2017 - Upgrading from analog VHF radio to 700 MHz digital radio
- 2017 – New UPS battery backup
- 2019 – New roof
- 2019 – New jail door access control and camera system
- 2019 – New generator

Most of the above projects replaced original equipment at the building (1989). The Generator currently only powers dispatch and a few other emergency functions. The new generator will power the entire building. The previous UPS only had power for about 5 minutes. The new UPS will last over an hour.



Contract: what you get

- Enhanced patrol – you buy a certain amount of hours of a deputy in town
- We back fill these positions for extended absences
- The 4th of July parade/fireworks celebration – we have 4 deputies in town
- City input on issues and strategies
- Free of liability for police services
- Lt. Duncan and Sgt. Klein – access to them Monday through Friday



Questions??

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Staff suggests the following Competencies:

- Leadership Skills
- Pro-active and effective Solutions
- Collaboration/Teamwork
- Excellent Communication Skills
- Strong Supervision Skills
- Knowledge of Municipal Government Operations
- Public Financing and Budgeting
- Personnel & Labor Laws
- Land Use Planning

Vets preference should be one check mark and two checkmarks for disabled Vet