



## Harrisburg City Council Agenda

### June 22, 2016

### 6:30PM

Mayor: Robert Duncan  
Council President: Mike Caughey  
Councilors: Kimberly Downey, Robert Boese, Sarah Puls, John Loshbaugh, and Adam Keaton  
Meeting Location: City Hall ~ 120 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. The matter of Approving the City Budget for Fiscal Year 2016-2017: and the following Resolutions: Resolution No. 1138, "A RESOLUTION ESTABLISHING WATER RATES FOR USERS OF THE HARRISBURG MUNICIPAL WATER SYSTEM, REPEALING

**RESOLUTION NO. 1107, AMENDING RESOLUTION NO. 578, SECTION 5, AND ESTABLISHING AN EFFECTIVE DATE.**", Resolution No. 1139, "**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF HARRISBURG ESTABLISHING A SEWER USER FEE, REPEALING RESOLUTION NO. 1108, AMENDING RESOLUTION NO. 579, AND ESTABLISHING AN EFFECTIVE DATE.**", Resolution No. 1140, "**A RESOLUTION ESTABLISHING STORM DRAINAGE RATES FOR USERS OF THE HARRISBURG MUNICIPAL STORM DRAINAGE SYSTEM, REPEALING RESOLUTION NO. 1106, AND ESTABLISHING AN EFFECTIVE DATE.**", and Resolution No. 1141, "**A RESOLUTION MAKING APPROPRIATIONS FOR THE CITY OF HARRISBURG, OREGON, FOR THE FISCAL YEAR 2016-2017.**"

**ACTION:** Motion to Adopt the Approved FY 2015-2016 City budget, and to Approve the Following Resolutions that Relate to the FY 2015-2016 Budget:

1. Resolution No 1138, "**A RESOLUTION ESTABLISHING WATER RATES FOR USERS OF THE HARRISBURG MUNICIPAL WATER SYSTEM, REPEALING RESOLUTION NO. 1107, AMENDING RESOLUTION NO. 578, SECTION 5, AND ESTABLISHING AN EFFECTIVE DATE.**", and;
  2. Resolution No. 1139, "**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF HARRISBURG ESTABLISHING A SEWER USER FEE, REPEALING RESOLUTION NO. 1108, AMENDING RESOLUTION NO. 579, AND ESTABLISHING AN EFFECTIVE DATE.**", and;
  3. Resolution No. 1140, "**A RESOLUTION ESTABLISHING STORM DRAINAGE RATES FOR USERS OF THE HARRISBURG MUNICIPAL STORM DRAINAGE SYSTEM, REPEALING RESOLUTION NO. 1106, AND ESTABLISHING AN EFFECTIVE DATE.**", and;
  4. Resolution No. 1141, "**A RESOLUTION MAKING APPROPRIATIONS FOR THE CITY OF HARRISBURG, OREGON, FOR THE FISCAL YEAR 2016-2017.**"
4. **The matter of Approving State Revenue Sharing Resolutions; Resolution No. 1142, "A RESOLUTION CERTIFYING THE CITY OF HARRISBURG IS ELIGIBLE TO RECEIVE STATE REVENUE SHARING MONEY IN FY 2016-17.", AND RESOLUTION NO. 1143, "A RESOLUTION DECLARING THE CITY OF HARRISBURG'S ELECTION TO RECEIVE STATE REVENUES IN FY 2016-2017."**

**STAFF REPORT:** Exhibit A: Resolution No. 1142

Exhibit B: Resolution No. 1143

**ACTION:** Motion to Approve;

1. Resolution No. 1142, "**A RESOLUTION CERTIFYING THE CITY OF HARRISBURG IS ELIGIBLE TO RECEIVE STATE REVENUE SHARING MONEY IN FY2016-17.**"
  2. Resolution No. 1143, "**A RESOLUTION DECLARING THE CITY OF HARRISBURG'S ELECTION TO RECEIVE STATE REVENUES IN FY 2016-2017.**"
5. **The matter of Approving Resolution No. 1144, "A RESOLUTION COMBINING AND AMENDING THE JOB DESCRIPTION FOR A PART-TIME/ON-CALL OFFICE ASSISTANT."**

- STAFF REPORT:** Exhibit A: Staff Memo from June 9<sup>th</sup>  
Exhibit B: Proposed Resolution No. 1144
- ACTION:** Motion to Approve Resolution No. 1144, "**A RESOLUTION COMBINING AND AMENDING THE JOB DESCRIPTION FOR A PART-TIME/ON-CALL OFFICE ASSISTANT.**"
6. The matter of Reviewing and Approving the 100-Acre Park Feasibility Study  
**STAFF REPORT:** Exhibit A: Draft Feasibility Study  
Exhibit B: Draft Concept Plans  
**ACTION:** Motion to Accept the Findings Contained in the 100-Acre Park Feasibility Study to be used by the City for future park projects on the site.
7. The matter of Discussing a Request for Matching Grant Funds from the Chamber of Commerce  
**STAFF REPORT:** Exhibit A: Chamber's Request Letter  
Exhibit B: C&ED Budget Report and License Revenue Report  
**ACTION:** Motion to Approve a \$3,750 donation to the Tri-County Chamber of Commerce to be used from the Travel Oregon Matching Grant Program in 2016, payable upon being awarded the grant.
8. The matter of Reviewing the City's 3rd Quarter Financial Report Document  
**STAFF REPORT:** Exhibit A: 3rd Quarter Financial Report  
**ACTION:** Motion to Approve the 3rd Quarter Financial Report for Fiscal Year 2015-2016
9. The matter of Discussing the League of Oregon Cities (LOC) 2017 Legislative Priorities  
**STAFF REPORT:** Exhibit A: LOC Legislative Policy Recommendations and Ballot  
**ACTION:** TBD
10. The matter of Approving the Annual Evaluation of the City Administrator/Planner Brian Latta, and a Step Increase to be Effective May 1st, 2016  
**ACTION:** Motion that the City Council Approves the Annual Evaluation for City Administrator/Planner Brian Latta as Exceeds Expectations, and the wage increase from Step 7 to Step 8 on the Harrisburg Wage Scale, to be Effective as of May 1st, 2016
11. The matter of Discussing the City Administrator Employment Agreement  
**STAFF REPORT:** Exhibit A: City Administrator Employment Agreement  
**ACTION:** Motion to refer the matter of the City Administrator Employment Agreement to the Personnel Committee for review and possible negotiation.
12. Other.
13. Adjourn