



City Council Agenda

March 10, 2026

6:30 PM

(Immediately Following the HRA Board Meeting)

Mayor: Robert Duncan
Council President: Mike Caughey
Councilors: Kimberly Downey, Randy Klemm, Charlotte Thomas,
Cindy Knox, and Dana Henry
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. *The City Hall Council Chambers are handicapped accessible. Persons with disabilities wishing accommodations, including assisted listening devices, sign language assistance or interpreter services are requested to contact the City Recorder, 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 does not apply to an emergency meeting as per ORS 192.630(5).*
3. *If you wish to testify, and are unable to attend, please contact the City Recorder to be placed on a Conference Call list during the meeting.*
4. *The City of Harrisburg does not discriminate against individuals with disabilities and is an equal opportunity provider.*
5. *For more information regarding items of discussion on this agenda, or to be added to our email distribution list please contact City Recorder Lori Ross, at 541-995-6655 or at lross@ci.harrisburg.or.us.*

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan

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

NEW BUSINESS

1. THE MATTER OF THE MAYOR APPOINTING BUDGET COMMITTEE MEMBER DAN MEYERS TO A TERM ENDING DECEMBER 31, 2027

STAFF REPORT:

Exhibit A: Budget Committee Application for Dan Meyers

MAYOR ACTION: I, MAYOR ROBERT DUNCAN, APPOINT DAN MEYERS TO SERVE ON THE BUDGET COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

2. THE MATTER OF CONSIDERATION OF ADDING A VETERAN'S MEMORIAL TO RIVERFRONT PARK

STAFF REPORT:

Exhibit A: Sample Picture

Exhibit B: Location Picture

Exhibit C: Representations of Eagles & Flags

ACTION: TBD

3. THE MATTER OF APPROVING THE 2ND QUARTER 2025/2026 EXPENSE REPORT

Exhibit A: 2nd Quarter Expense Report Ending December 31, 2025

ACTION: MOTION TO APPROVE THE 2ND QUARTER 2025/2026 EXPENSE REPORT

4. THE MATTER OF APPROVING THE ANNUAL EVALUATION AND A PROPOSED WAGE INCREASE FOR THE CITY ADMINISTRATOR

STAFF REPORT:

Exhibit A: Personnel Committee Staff Report for February 18, 2026

Exhibit B: Memo from City Administrator

Exhibit C: Red-lined City Administrator Employment Agreement with Code of Ethics

Exhibit D: City Administrator Job Description

ACTION: MOTION TO

APPROVE THE ANNUAL EVALUATION FOR CITY ADMINISTRATOR, MICHELE ELDRIDGE, AT A SCORE OF 4.34 OUT OF 5; AND

APPROVE THAT THE CITY ADMINISTRATOR BE GIVEN A COST-OF-LIVING INCREASE OF 2.9% IF THE BUDGET ALLOWS

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.

5. THE MATTER OF APPROVING THE CONSENT LIST

STAFF REPORT:

Exhibit A: Payment Approval Report for February 2026

Exhibit B: Out of State Travel for Cathy Nelson

Exhibit C: Planning Commission Minutes for July 15, 2026

Exhibit D: Municipal Court Collections Report for February 2026

Exhibit E: Municipal Court Citation Report for February 2026

Exhibit F: Code Enforcement Report for February 2026

ACTION: MOTION TO APPROVE THE CONSENT LIST

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

- **The Payment Approval Report for February 2026**
- **The Out of State Travel for Cathy Nelson for the amount of \$750 to Reno, Nevada.**

VERBAL REPORT: Discussions below should be limited to five minutes of conversation per topic. Topics of interest that require more than five minutes of conversation should be moved to a future meeting where possible

- Sign on City Property
- OCWCOG IGA
- Community Project Funding Appropriation Requests (Bynum)
- Butterfly Gardens
- SMAC-April 9th in Halsy! Time TBD

OTHER ITEMS

AN EXECUTIVE SESSION WILL NOW BE OPENED UNDER ORS 192.660(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

- 6. THE MATTER OF HOLDING AN EXECUTIVE SESSION UNDER ORS 192.660(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**

STAFF REPORT:

Exhibits: None

ACTION: TBD – ANY MOTIONS MUST BE MADE IN PUBLIC SESSION

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