



City Council Business Meeting Agenda  
October 11, 2022  
6:30 PM

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Mayor: Robert Duncan  
Council President: Mike Caughey  
Councilors: Kimberly Downey, Robert Boese, Adam Keaton, Randy Klemm, and  
Charlotte Thomas  
Meeting Location: Harrisburg Municipal Court 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 at this time. The City does ask 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.)

**NEW BUSINESS**

**1. THE MATTER OF REVIEWING THE DRAFT PARKS MASTER PLAN**

**STAFF REPORT:**

Exhibit A: Consultant Memorandum

Exhibit B: Draft Master Park Plan

Exhibit C: Parks System Plan Capital Improvement Plan

Exhibit D: Appendices

**ACTION: FOR REVIEW AND DISCUSSION**

**2. THE MATTER OF A LETTER TO THE LEAGUE OF OREGON CITIES ASKING FOR MORE ADVOCACY FOR SMALL CITIES UNDER 5,000 IN POPULATION**

**STAFF REPORT:**

Exhibit A: Proposed Letter

**ACTION: MOTION TO AUTHORIZE THE MAYOR TO SIGN THE ADVOCACY LETTER ON BEHALF OF THE CITY OF HARRISBURG**

**3. THE MATTER OF REVIEWING A FIRST DRAFT OF THE PRESS RELEASE IN RELATION TO THE DELAY OF THE WATER BOND PROJECTS**

**STAFF REPORT:**

Exhibit A: Draft Press Release

**ACTION: FOR REVIEW AND DISCUSSION**

**4. THE MATTER OF APPROVING THE 4TH QUARTER 2021/2022 EXPENSE REPORT**

**STAFF REPORT:**

Exhibit A: 4th Quarter Expense Report Ending June 30, 2022

**ACTION: MOTION TO APPROVE THE 4TH QUARTER 2021/2022 EXPENSE REPORT**

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**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: Harrisburg City Council Minutes for June 28, 2022  
and July 26, 2022

Exhibit B: Payment Approval Report for August 2022

Exhibit C: Planning Commission Minutes for June 21, 2022  
July 19, 2022, and August 16, 2022

Exhibit D: Library Board Minutes July 11, 2022

Exhibit E: Municipal Court Collection Report July 2022

Exhibit F: Municipal Court Citation Report July 2022

### **ACTION: MOTION TO APPROVE THE CONSENT LIST**

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

**Harrisburg City Council Minutes for June 28, 2022  
and July 26, 2022**

**The Payment Approval Report for August 2022**

**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.

1. BNSF-Executive Session
2. Arielle & Andee Freytag-Pantry Project

### **OTHER ITEMS**

### **ADJOURN**