



HRA Board Meeting Agenda
December 09, 2025
6:30 PM

Chairperson: Robert Duncan
Vice Chairperson: Mike Caughey
Members: 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 CHAIR PERSON ROBERT DUNCAN

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

APPROVAL OF MINUTES

1. MOTION TO APPROVE THE AUGUST 12, 2025 HRA BOARD MINUTES

NEW BUSINESS

2. THE MATTER OF REVIEWING THE REVISED REQUEST FOR A PROPERTY IMPROVEMENT GRANT FOR HEIDI KROPF, DBA GLORY, LLC; PROPERTY OWNER FOR 234 S. 3RD ST., AND APPROVING AN ADDENDUM TO THE ORIGINAL GRANT AGREEMENT

STAFF REPORT:

Exhibit A: Grant Report of June 10, 2025

Exhibit B: Revised Grant Application

Exhibit C: Project Quotes and Revised Drawings

Exhibit D: HRA Property Improvement Grant Addendum

ACTION: MOTION TO *APPROVE or DENY* THE REQUEST FOR AN ADDITIONAL \$30,702.50 IN HRA PROPERTY GRANT FUNDS TO ADD TO THE 2024-2025 FUNDS OF \$19,297.50 FOR HEIDI KROPF, DBA GLORY, LLC; FOR A TOTAL OF \$50,000 FOR IMPROVEMENTS ON PROPERTY LOCATED AT 234 S. 3RD ST., AND TO AUTHORIZE THE EXECUTIVE DIRECTOR TO SIGN THE ADDENDUM TO THE PROPERTY IMPROVEMENT GRANT AGREEMENT.

OTHER

ADJOURN