



City Council Business Meeting Agenda  
November 14, 2023  
6:30 PM

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Mayor: Robert Duncan  
Council President: Mike Caughey  
Councilors: Kimberly Downey, Robert Boese, Randy Klemm, Charlotte Thomas  
and Cindy Knox  
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. *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 currently. The City asks 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.)

**LCSO REPORT**

- 1. THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO IF ONE IS AVAILABLE**

**STAFF REPORT:**

Exhibit A: LCSO City Report October 2023

**ACTION: DISCUSSION ONLY**

**NEW BUSINESS**

- 2. THE MATTER OF HOLDING A PUBLIC HEARING TO DISCUSS CHANGES TO THE RIGHT-OF-WAY LOCATED AT THE END OF N. 8TH ST., AT THE INTERSECTION OF ARROW LEAF AVE**

**THE MAYOR WILL OPEN A PUBLIC HEARING AT THIS TIME IN ORDER TO ALLOW PUBLIC TESTIMONY IN RELATION TO THE PROPOSED CHANGES TO RIGHT-OF WAY LOCATED AT THE END OF N 8<sup>TH</sup> AND ARROW LEAF AVE. EACH PERSON WILL BE ALLOWED UP TO TWO MINUTES APIECE TO PROVIDE TESTIMONY**

**STAFF REPORT:**

Exhibit A: Staff Report from October 10, 2023

Exhibit B: Copy of letter sent to property owners

**ACTION: MOTION TO DIRECT STAFF TO:**

**OPEN THE INTERSECTION TO VEHICULAR TRAFFIC BY CONVERTING THE RESERVE STRIP INTO PUBLIC RIGHT-OF-WAY, AND TO REQUEST THAT LINN COUNTY TRANSFER THE PROPERTY TO THE CITY OF HARRISBURG, OR**

**KEEP THE INTERSECTION CLOSED; WORK WITH PROPERTY OWNERS ON THE CHANGES NEEDED TO MOVE GARBAGE COLLECTION SERVICES TO ARROW LEAF AVE, AND TO REQUEST THAT LINN COUNTY TRANSFER THE PROPERTY TO THE CITY OF HARRISBURG**

- 3. THE MATTER OF A PRESENTATION FROM PEGGY MCGUIRE, EXECUTIVE DIRECTOR OF THE COMMUNITY SERVICES CONSORTIUM**

**STAFF REPORT:**

Exhibit A: PowerPoint Presentation

Exhibit B: Draft Resolution

**ACTION: TBD – MOTION TO RETURN IN DECEMBER WITH A RESOLUTION AS REQUESTED**

**4. THE MATTER AUTHORIZING THE CITY ADMINISTRATOR TO SIGN THE LOCAL GOVERNMENT GRANT PROGRAM (LGGP) AGREEMENT WITH THE OREGON PARKS AND RECREATION DEPARTMENT (OPRD) FOR THE \$96,166 EAGLE PARK DEVELOPMENT – PHASE 1 PROJECT**

**STAFF REPORT:**

Exhibit A: Email & LGGP Agreement

**ACTION: MOTION TO AUTHORIZE THE CITY ADMINISTRATOR TO SIGN THE LGGP AGREEMENT WITH OPRD**

**5. THE MATTER OF APPROVING THE 1ST QUARTER 2023/2024 EXPENSE REPORT**

**STAFF REPORT:**

Exhibit A: 1st Quarter Expense Report Ending September 30,  
2023

**ACTION: MOTION TO APPROVE THE 1ST QUARTER 2023/2024 EXPENSE REPORT**

**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.

**6. THE MATTER OF APPROVING THE CONSENT LIST**

**STAFF REPORT:**

Exhibit A: City Council Minutes for September 26, 2023; October  
October 10, 2023 and October 24, 2023

Exhibit B: Payment Approval Report for October 2023

Exhibit C: Appointment of Rian Tupua to the Library Board

Exhibit D: Municipal Court Collections Report October 2023

Exhibit E: Municipal Court Citation Report October 2023

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

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

**Minutes from the September 26, 2023, October 10, 2023, and October 24, 2023 City Council Meeting**

**The Payment Approval Report for October 2023**

**Appointment of Rian Tupua to the Library Board with a term ending June 30, 2025**

**AN EXECUTIVE SESSION UNDER ORS 192.660(1)(2)(H) WILL NOW BE OPENED TO CONSULT WITH COUNSEL CONCERNING THE LEGAL RIGHTS AND DUTIES OF PUBLIC BODY WITH REGARD TO CURRENT LITIGATION OR LITIGATION LIKELY TO BE FILED**

**7. THE MATTER OF HOLDING AN EXECUTIVE SESSION UNDER ORS 192.660(1)(2)(H) TO DISCUSS A FRANCHISE AGREEMENT**

**STAFF REPORT:**

Exhibit A: Franchise Agreement

**ACTION: TBD**

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

- Recreational Immunity/LOC Small City Meeting
- Shop Small - Shop Local! Saturday, November 25, 2023
- Light Parade - City Festivities! Saturday, December 2, 2023
- Donation Envelope
- January Meeting Discussion (Water Bond Project)
- RFP for Legal Services
- RTP Grant Application

**OTHER ITEMS**

**ADJOURN**