



City Council Work Session Minutes
October 25, 2022

Mayor: Robert Duncan, Presiding
Council President: Mike Caughey, Present
Councilors Present: Kimberly Downey, Robert Boese, Randy Klemm, and Charlotte Thomas
Councilors Absent: Adam Keaton
City Staff Present: City Administrator, Michele Eldridge; Public Works Director, Chuck Scholz; Finance Officer/Deputy City Recorder, Cathy Nelson (via Zoom) and City Recorder/ Municipal Court Clerk, Lori Ross
Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan at the hour of 6:32pm

CONCERNED CITIZEN(S) IN THE AUDIENCE. All in attendance were there for items on the agenda.

THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO IF ONE IS AVAILABLE

STAFF REPORT: Sergeant Frambes reviewed the report as shown in Exhibit A. He commented that LCSO is still heavily patrolling Eagle Park where they have made several arrest for outstanding warrants and most of those individuals are from out of area. Sergeant Frambes stated that most of the people using the park, are from the Harrisburg area and are using it appropriately. He thinks that with the weather changing, things should slow down.

THE MATTER OF REVIEWING THE 3RD QUARTER CRIME RESULTS FOR THE CITY OF HARRISBURG

STAFF REPORT: Eldridge reviewed the 3rd Quarter Crime Report as shown in Exhibit A and commented that there are 15 less crimes then at this time last year. Sergeant Frambes commented that these reports can give a false representation of arrest made as one defendant can be charged with multiple offenses related to the same incident.

THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM THE COBURG POLICE DEPARTMENT IF ONE IS AVAILABLE

STAFF REPORT: No representative from Coburg Police Department present. No discussion from City Council.

THE MATTER OF APPROVING RESOLUTION NO. 1271, AND THEREBY ADOPTING THE HARRISBURG PARKS SYSTEM MASTER PLAN AND PARKS CAPITAL IMPROVEMENT PLAN

STAFF REPORT Eldridge referred to The Eagle Park Feasibility Study as shown in Addendum 1 provided by Colin McArthur with Cameron McCarthy. McArthur commented this process typically takes a year to complete and recommends internal updates about every five years. McArthur commented that he was pleased with the amount of citizens involvement and feels good about where the plan is now.

- Caughey thanked McArthur for providing the preliminary cost estimates and commented that he appreciated the time they put into this project.
 - Thomas **motioned to approve Resolution No. 1271, “A RESOLUTION ADOPTING THE HARRISBURG PARKS SYSTEM MASTER PLAN AND PARKS CAPITAL IMPROVEMENT PLAN” and was seconded by Caughey. The motion passed by a vote of 5-0.** (Yes: Caughey, Downey, Boese, Klemm, and Thomas; No: None.)

THE MATTER OF A PRESENTATION BY OREGON CASCADES WEST COUNCIL OF GOVERNMENT EXECUTIVE DIRECTOR RYAN VOGT

STAFF REPORT: Eldridge introduced Ryan Vogt, the Executive Director for Oregon Cascades West Council of Governments (OCWCOG). Vogt referred to Exhibit A and outlined the services they provide. He stated within the next couple of months they will have the updated annual reports and would like to provide a “What’s your Footprint in our Community Report” to Council this spring for discussion.

- Mayor Duncan asked about the Bias Incident Response email they received.
 - Vogt responded that the Board of Directors agreed OCWCOG move forward with the study, funded by Corvallis, after Corvallis received several high incidents; Zilo International will be providing the study. Vogt stated that over the last three weeks, Zilo International held community forums, provided a survey of existing forums and an elected official survey.
 - Mayor Duncan asked what kind of biases they are referring to and Vogt responded that it was any kind of bias that didn’t result in legal intervention, interactions at supermarkets, housing, employment, and comfort levels in their community.
 - Mayor Duncan commented that he read their mission statement and felt there was no foundation to it. He was concerned with their connection to a company called Black Rock that scoops up properties and Zilo’s been known to bankrupt farmers. He wasn’t happy with the use of this company.
 - Vogt responded the study was not an easy decision or was it unanimous but thinks it will help some cities, but not all. Vogt thanked Mayor Duncan for his comments and concerns, and he looks forward to seeing them again in Spring.

THE MATTER OF APPROVING A LIQUOR LICENSE FOR THE NEW OWNER OF GOLDEN CHOPSTIX

STAFF REPORT: Ross informed Council the new owner of The Golden Chopstix is Biraj Sharma Kwinkle, who is also the owner of American Market. Ross mentioned that current owner, Chloe (Zen When), will be staying in Harrisburg for a couple more months.

- Downey asked if he was the owner that was fined by OLCC for underage selling. Ross, Scholz and Eldridge, all agreed it was the previous owner.
 - Thomas **motioned to authorize the City Administrator or her designee to recommend that the OLCC approve the Liquor License for Sharmaji, LLC, the new owner of the New Golden Chopstix and was seconded by Downey. The motion passed by a vote of 5-0.** (Yes: Caughey, Downey, Boese, Klemm, and Thomas; No: None.)

THE MATTER OF REVIEWING A PERMIT FOR THE 2022 LIGHT PARADE

STAFF REPORT: Ross stated the 2022 Light Parade will be held on Saturday, December 3rd at 7pm. The route will be the same as previous years and the theme is “The Polar Express”. Ross noted the new Executive Director for the Tri-County Chambers of Commerce is Rhonda Giles.

- Downey **motioned to approve the 2022 Light Parade Permit, subject to the conditions of approval and was seconded by Klemm. The motioned passed by a vote of 5-0.** (Yes: Caughey, Downey, Boese, Klemm and Thomas; No: None.)

THE MATTER OF APPROVING THE CONSENT LIST

STAFF REPORT: No comments or concerns.

- Thomas **motioned to approve the consent list and was seconded by Klemm. The motion passed by a vote of 5-0** (Yes: Caughey, Downey, Boese, Klemm and Thomas; No: None.) **Motion to approve the consent list approved the following:**
 - **Harrisburg City Council Minutes for August 9, 2022**
 - **The Payment Approval Report for September 2022**

The City Council Work Session recessed at the hour of 7:26pm for the HRA Board Meeting.

The HRA Board meeting adjourned at the hour of 7:47pm, and City Council resumed at the hour of 7:47pm.

OTHERS:

- Eldridge commented that she attended a League of Oregon Cities (LOC) meeting on Monday where HB 3115 was discussed. There will be a resource package available to assist all Cities with homelessness in the future.
- Eldridge stated the reader board could possibly be installed this week and Ross and herself are currently being trained for programing the board.
 - Downey commented on ODOT’s project on Hwy 99 stating the cones are all over the road, especially on the weekends. Scholz responded that he is constantly in contact with ODOT about this project and believes this project will go on until next summer.
- Ross asked Council if they had any concerns about the February 14, 2023, City Council Meeting being held on Valentine’s Day. The consensus was no concerns or conflicts.
- Scholz commented that he received a warning letter from the Department of Environmental Quality (DEQ); Total Maximum Daily Loads (TMDL) Division, regarding the Mercury TMDL update, and the City and has until the end of November to submit required changes.
- Scholz informed Council that with the assistance of a local contractor, the Harrisburg Rural Fire Department (HRFD) was able to launch their boat from Eagle Park

yesterday. They constructed a 30ft wide area designated for HRFD that will be finished in the spring.

Nelson left the meeting at the hour of 8:05pm.

THE MATTER OF A DISCUSSION IN RELATION TO THE BNSF FRANCHISE AGREEMENT EXTENSION IN EXECUTIVE SESSION UNDER ORS 192.660(1)(2)(H)

Mayor Duncan declared an Executive Session under ORS 192.660(1)(2)(H) at the hour of 8:05pm. Audience in attendance were dismissed at this time, except for Edie Moro with the Fern Ridge Tribune.

The City Council exited the Executive Session at the hour of 8:33pm.

At the conclusion of the Executive Session and with no additional discussion, the City Council Work Session was adjourned at the hour of 8:33pm.

Mayor

City Recorder

**EAGLE PARK FEASIBILITY STUDY
CITY OF HARRISBURG**

PLANNING LEVEL

Updated October 25, 2022

PRELIMINARY COST ESTIMATE - SUMMARY DRAFT

QUANTITIES FROM DRAFT CONCEPT PLAN (5/26/2016)

ITEM	QTY	UNIT	TOTAL COST	NOTES
PHASE 1				
DIRECT CONSTRUCTION COSTS				
Site Preparation	1	LS	\$ 108,800	
Earthwork	1	LS	\$ 90,100	
Access Drive & Parking	1	LS	\$ 218,900	
Boat Launch	1	LS	\$ 338,000	
Dog Park	1	LS	\$ 45,500	
Multi-Purpose Field	1	LS	\$ 203,200	
Site Furnishings	1	LS	\$ 39,800	
Utilities	1	LS	\$ 115,100	
Estimated Direct Construction Cost (DCC)			\$ 1,159,300	1
INDIRECT CONSTRUCTION COSTS				
General Requirements	@	10%	\$ 115,900	
Bonds & Insurance	@	2%	\$ 23,200	
Contractor Overhead & Profit	@	6%	\$ 69,600	
Estimated Indirect Construction Cost (ICC)			\$ 208,700	2
OWNER SOFT COSTS				
Design/Engineering	@	12%	\$ 139,100	
Cost Estimate/Owner Contingency	@	30%	\$ 347,800	
Permits & Administration	@	10%	\$ 115,900	
Estimated Owner Soft Cost (OSC)			\$ 602,800	3
TOTAL ESTIMATED PROJECT PHASE 1 COST (DCC + ICC + OSC)			\$ 1,970,800	3
PHASE 2				
DIRECT CONSTRUCTION COSTS				
Access Drive & Parking	1	LS	\$ 206,700	
Trails	1	LS	\$ 21,300	
Playground	1	LS	\$ 182,500	

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PRELIMINARY COST ESTIMATE - SUMMARY DRAFT

QUANTITIES FROM DRAFT CONCEPT PLAN (5/26/2016)

ITEM	QTY	UNIT	TOTAL COST	NOTES
Landscape Restoration/Enhancement	1	LS	\$ 82,800	
Site Furnishings	1	LS	\$ 254,400	
Estimated Direct Construction Cost (DCC)			\$ 747,800	1
INDIRECT CONSTRUCTION COSTS				
General Requirements	@	10%	\$ 74,800	
Bonds & Insurance	@	2%	\$ 15,000	
Contractor Overhead & Profit	@	6%	\$ 44,900	
Estimated Indirect Construction Cost (ICC)			\$ 134,700	2
OWNER SOFT COSTS				
Design/Engineering	@	12%	\$ 89,700	
Cost Estimate/Owner Contingency	@	30%	\$ 224,400	
Permits & Administration	@	10%	\$ 74,800	
Estimated Owner Soft Cost (OSC)			\$ 388,900	3
TOTAL ESTIMATED PROJECT PHASE 2 COST (DCC + ICC + OSC)			\$ 1,271,400	3

PHASE 3

DIRECT CONSTRUCTION COSTS

Trails	1	LS	\$ 49,900	
Bike Skills Course	1	LS	\$ 64,600	
Disc Golf Course	1	LS	\$ 26,000	
Landscape Restoration/Enhancement	1	LS	\$ 133,900	
Site Furnishings	1	LS	\$ 169,000	
Estimated Direct Construction Cost (DCC)			\$ 443,400	1

INDIRECT CONSTRUCTION COSTS

General Requirements	@	10%	\$ 44,300	
Bonds & Insurance	@	2%	\$ 8,900	
Contractor Overhead & Profit	@	6%	\$ 26,600	

**EAGLE PARK FEASIBILITY STUDY
CITY OF HARRISBURG**

PLANNING LEVEL

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PRELIMINARY COST ESTIMATE - SUMMARY **DRAFT**

QUANTITIES FROM DRAFT CONCEPT PLAN (5/26/2016)

ITEM	QTY	UNIT	TOTAL COST	NOTES
Estimated Indirect Construction Cost (ICC)			\$ 79,800	²
OWNER SOFT COSTS				
Design/Engineering	@	12%	\$ 53,200	
Cost Estimate/Owner Contingency	@	30%	\$ 133,000	
Permits & Administration	@	10%	\$ 44,600	
Estimated Owner Soft Cost (OSC)			\$ 230,800	³
TOTAL ESTIMATED PROJECT PHASE 3 COST (DCC + ICC + OSC)			\$ 754,000	³

NOTES

1. Allowances provided for estimating purposes only. Costs may vary substantially based on final design.
2. Estimated costs assume public bid/prevaling wages.
3. All costs in 2022 dollars; adjust for inflation.

