



Harrisburg City Council Business Meeting Agenda  
December 14, 2021  
6:30 PM

---

Mayor: Robert Duncan  
Council President: Mike Caughey  
Councilors: Kimberly Downey, Robert Boese, Adam Keaton, Randy Klemm, and Charlotte Thomas.  
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. *Meetings are held in a facility that is disinfected. Masks are required at this time and the City asks anyone that is running a fever, has an active cough or respiratory issues, not to attend this meeting.*
9. *If you wish to testify, and are unable to attend due to the Coronavirus Pandemic, please contact the City Recorder to be placed on a Conference Call list during the meeting.*

December 14, 2021

**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 and Contract Report for November 2021

**ACTION: DISCUSSION ONLY**

**ORDINANCES**

2. **THE MATTER OF APPROVING ORDINANCE NO. 980, "AN ORDINANCE RENEWING THE FRANCHISE AGREEMENT BETWEEN THE CITY OF HARRISBURG AND QWEST CORPORATION DBA CENTURYLINK QC, FOR THE PLACEMENT OF COMMUNICATION FACILITIES WITHIN THE CITY OF HARRISBURG, REPEALING ORDINANCE NO. 883, AND ESTABLISHING AN EFFECTIVE DATE."**

**STAFF REPORT:**

Exhibit A: Existing Ordinance No. 883

Exhibit B: Redlined Franchise Agreement

Exhibit C: Proposed Ordinance No. 980

**ACTION: MOTION TO APPROVE ORDINANCE NO. 980, "AN ORDINANCE RENEWING THE FRANCHISE AGREEMENT BETWEEN THE CITY OF HARRISBURG AND QWEST CORPORATION DBA CENTURYLINK QC, FOR THE PLACEMENT OF COMMUNICATION FACILITIES WITHIN THE CITY OF HARRISBURG, REPEALING ORDINANCE NO. 883, AND ESTABLISHING AN EFFECTIVE DATE."**

**NEW BUSINESS**

3. **THE MATTER OF REPLACING THE READER BOARD.**

**STAFF REPORT:**

Exhibit A: Quotes Received to Date

Exhibit B: Sign Examples

**ACTION: INFORMATION ONLY**

**4. THE MATTER OF APPROVING THE 1ST QUARTER 2021/2022 EXPENSE REPORT.**

**STAFF REPORT:**

Exhibit A: 1st Quarter Expense Report Ending September 30, 2021

**ACTION: MOTION TO APPROVE THE 1st QUARTER 2021/2022 EXPENSE REPORT.**

**5. THE MATTER OF APPOINTING SUSAN JACKSON AND KENT WULLENWABER TO THE PLANNING COMMISSION FOR A TERM ENDING DECEMBER 31, 2025.**

**STAFF REPORT:**

Exhibit A: Applications for Susan Jackson and Kent Wullenwaber

**ACTION: MOTION TO APPOINT SUSAN JACKSON AND KENT WULLENWABER TO THE PLANNING COMMISSION FOR A TERM ENDING DECEMBER 31, 2025**

**6. THE MATTER OF THE MAYOR APPOINTING BUDGET COMMITTEE MEMBERS TO A TERM ENDING DECEMBER 31, 2024.**

**STAFF REPORT:**

Exhibit A: Applications for Amanda Greene and Raande Loshbaugh

**MAYOR ACTION: I APPOINT AMANDA GREENE AND RAANDE LOSHBAUGH TO SERVE ON THE BUDGET COMMITTEE FOR THREE YEAR TERMS SET TO EXPIRE ON DECEMBER 31, 2024**

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

**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.

**STAFF REPORT:**

Exhibit A: Harrisburg City Council Minutes Sept 14, 2021

Exhibit B: Payment Approval Report for November 2021

Exhibit C: Planning Commission Minutes for November 16, 2021

Exhibit D: Law Enforcement Ad-Hoc Committee Minutes for November 8, 2021

Exhibit E: Library Board Minutes for November 2, 2021

Exhibit F: Municipal Court Collections Report for November 2021

Exhibit G: Municipal Court Citation Report for November 2021

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

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

**Harrisburg City Council Minutes for September 14, 2021**

**The Payment Approval Report for November 2021**

**CITY ADMINISTRATORS VERBAL REPORT**

- 1. Tax Revenues**
- 2. Law Enforcement**
- 3. Strategic Plan**

**OTHER ITEMS**

**ADJOURN**