



Harrisburg City Council Agenda
December 10, 2024
6:30 PM

Mayor: Robert Duncan
Council President: Mike Caughey
Councilors: Kimberly Downey, Robert Boese, Randy Klemm, Charlotte Thomas,
Cindy Knox and Youth Advisor Taylor Tatum
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 for October 2024

Exhibit B: LCSO City Report for November 2024

ACTION: DISCUSSION ONLY

RESOLUTIONS

- 2. THE MATTER OF APPROVING RESOLUTION NO. 1298 IN ORDER TO ACCEPT THE CANVASS OF ELECTION VOTES FROM THE NOVEMBER 5, 2024, GENERAL ELECTION**

STAFF REPORT:

Exhibit A: Final & Official Write-in Tally Report from Linn Co Website.

Exhibit B: Election Summary Report

Exhibit C: Resolution No. 1298 (Provided at the meeting)

Exhibit D: 2024 General Election Results Abstract (Provided at the meeting)

ACTION: MOTION TO APPROVE RESOLUTION NO. 1298, "A RESOLUTION ACCEPTING THE CANVASS OF ELECTION VOTES FROM THE NOVEMBER 5, 2024, GENERAL ELECTION FOR HARRISBURG CITY COUNCIL POSITIONS (THE MAYOR AND 3 COUNCIL POSITIONS)".

NEW BUSINESS

- 3. THE MATTER OF HOLDING A PUBLIC HEARING TO ADOPT THE BUILDING DEPARTMENT OPERATING PLAN FOR 2025-2029**

The Mayor will open a Public Hearing during this part of the meeting for anyone who wishes to comment on the Building Department Operating Plan

STAFF REPORT:

Exhibit A: OBCD Letter

Exhibit B: Proposed Operating Plan for 2025-2029

Exhibit C: Form 2510

**ACTION: MOTION TO ADOPT THE BUILDING DEPARTMENT PROGRAM
OPERATING PLAN FOR 2025-2029**

**4. THE MATTER OF AUTHORIZING THE CITY ADMINISTRATOR TO SIGN A LEASE FOR
FARMING ON CITY PROPERTY**

STAFF REPORT:

Exhibit A: Map

Exhibit B: Former Farmer's Lease Document

Exhibit C: Proposed Farmer's Lease Document

**ACTION: MOTION TO AUTHORIZE THE CITY ADMINISTRATOR TO SIGN THE
FARMER'S LEASE**

5. THE MATTER OF MAKING PLANS FOR CITY DAY AT THE CAPITOL

STAFF REPORT:

Exhibit A: LOC Agenda

ACTION: NOTIFY STAFF IF YOU PLAN ON JOINING US AT THE CAPITOL!

**6. THE MATTER OF APPOINTING JEREMY MORITZ AND JOE NEELY TO THE PLANNING
COMMISSION FOR A TERM ENDING DECEMBER 31, 2028**

STAFF REPORT:

Exhibit A: Application for Rhonda Giles

**ACTION: MOTION TO APPOINT RHONDA GILES TO THE PLANNING COMMISSION
FOR A TERM ENDING DECEMBER 31, 2028**

**7. THE MATTER OF THE MAYOR APPOINTING BUDGET COMMITTEE MEMBER JANA
JENKINS TO A TERM ENDING DECEMBER 31, 2027**

STAFF REPORT:

Exhibit A: Budget Committee Application for Jana Jenkins

MAYOR ACTION: I, MAYOR ROBERT DUNCAN, APPOINT JANA JENKINS TO SERVE ON THE BUDGET COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

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.

8. THE MATTER OF APPROVING THE CONSENT LIST

STAFF REPORT:

Exhibit A: City Council Minutes for October 22, 2024

Exhibit B: Payment Approval Report for November 2024

Exhibit D: Municipal Court Collections Report November 2024

Exhibit E: Municipal Court Citation Report November 2024

ACTION: MOTION TO APPROVE THE CONSENT LIST

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

Minutes from the October 22, 2024 City Council Meeting

The Payment Approval Report for November 2024

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.

- Republic Services
- NHMP-June or July 2025
- Strategic Plan Review Reminder
- Transportation System Plan Extra-Extra
- FEMA-PICM

OTHER ITEMS

ADJOURN