

**CANBY CITY COUNCIL  
CITY COUNCIL WORK SESSION  
December 5, 2018**

**PRESIDING:** Mayor Brian Hodson.

**COUNCIL PRESENT:** Greg Parker, Tim Dale, Tracie Heidt, and Sarah Spoon. Councilors Traci Hensley, Tracie Heidt, and Tyler Smith were absent.

**STAFF PRESENT:** Rick Robinson, City Administrator; Joseph Lindsay, City Attorney; Amanda Zeiber, Asst. City Administrator/HR Director and Kim Scheafer, City Recorder.

**OTHERS PRESENT:** Shawn Varwig and Carol Rosen.

The work session was cancelled due to lack of a quorum.

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**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
December 5, 2018**

**PRESIDING:** Mayor Brian Hodson.

**COUNCIL PRESENT:** Tyler Smith, Greg Parker, Tim Dale, Tracie Heidt, and Sarah Spoon. Councilor Traci Hensley was absent.

**STAFF PRESENT:** Rick Robinson, City Administrator; Joseph Lindsay, City Attorney; Julie Blums, Finance Director; Police Chief Bret Smith; Jennifer Cline, Public Works Director; and Kim Scheafer, City Recorder.

**OTHERS PRESENT:** Shawn Varwig, Carol Rosen, Todd Gary, Fire Chief Jim Davis, Tony & Betty Crawford, Kathleen Polley, Anne McKinney, Marjorie Brood, Laurie Harmon, Barbara Kendall, Ken Kendall, and Donnise Brown.

**CALL TO ORDER:** Mayor Hodson called the Regular Meeting to order at 7:00 p.m. in the Council Chambers followed by the opening ceremonies.

Kiwanis Canby Community Food & Toy Drive Proclamation – Mayor Hodson read a proclamation proclaiming December 9 through 15 as Kiwanis Canby Community Food & Toy Drive Week and presented the proclamation to Tony Crawford, Canby Kiwanis President.

Mr. Crawford said this year Canby Kiwanis celebrated their 80<sup>th</sup> year of service to the community and this was their 60<sup>th</sup> food and toy drive. Last year 400 families received food and 1,100 children received toys. He then collected contributions from the Mayor and Council.

Mayor & Council Election Proclamation – Mayor Hodson read a proclamation certifying the results from Clackamas County Elections for the November 6, 2018 election which were as follows:

## **MAYOR**

Brian D. Hodson – 4,277, Undervotes – 3,233, Overvotes – 0, and Write-In – 309

## **CITY COUNCIL**

Greg Parker – 3,386, Shawn Varwig – 3,170, Tracie Heidt – 4,288, Undervotes – 12,288, Overvotes – 0, and Write-In 325.

**COMMUNICATIONS:** None.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** None.

**MAYOR'S BUSINESS:** Mayor Hodson said the Parks and Recreation Advisory Board started working on items in preparation for the Park Master Plan update. He and Rick Robinson, City Administrator, met with some industrial property owners last week regarding truck routes. Light the Night was on Friday at 6:00 p.m.

**COUNCILOR COMMENTS & LIAISON REPORTS:** Councilor Smith asked the Fire Chief to make a report.

Fire Chief Jim Davis thanked the community for supporting the bond measure that passed. They were working on formalities so they could move forward with the bond projects. Todd Gary, Division Chief, was retiring at the end of the month along with Captain Bob Bunnell. He complimented the Public Works staff for the lighting they did on First Avenue. Breakfast with Santa was on Saturday morning at the Fairgrounds. Operation Snuggle would be on Saturday morning at Baker Prairie Middle School and the Fire Department's Christmas dinner would be on Saturday night.

Councilor Smith said there were three vacancies on the Planning Commission and the Mayor, himself, and Planning Commission Chair would be conducting interviews on December 17.

Councilor Parker stated the Bike and Pedestrian Committee would be having their meeting next Tuesday night at the Backstop Restaurant. The Heritage and Landmark Commission was meeting the owner of the former City Hall to discuss changes to the building.

Councilor Dale attended the Veterans Day Memorial. He explained Canby Utility's Share the Warmth program. Canby's watershed had received recognition and grant funding to keep the drinking water safe.

Councilor Heidt announced Canby Area Transit was having their annual Open House on December 18. She discussed how the passenger rail along 99E was going to be retained and improved. The Friends of the Library was hosting their Tour of Homes on Saturday.

Councilor Spoon said Bridging Cultures had their Thanksgiving Dinner the Saturday before Thanksgiving. The Canby Adult Center was hosting Willamette Valley Hospice on December 13 and they would discuss grieving during the holidays. CTV5 was getting close to reopening to the public. The snowman contest had started and there were around 20 entries. Hot Rod Dreamworks was hosting the contest on their webpage.

**CONSENT AGENDA: \*\*Councilor Dale moved to adopt the minutes of the November 7, 2018 City Council Regular Meeting. Motion was seconded by Councilor Heidt and passed 5-0.**

**RESOLUTIONS & ORDINANCES:** Resolution 1305 – Julie Blums, Finance Director, said this was a supplemental budget request to increase the police revenue due to insurance payouts on two cars that were in accidents and the purchase of police radios.

**\*\*Councilor Heidt moved to adopt Resolution 1305, A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET FOR THE 2018-2019 FISCAL YEAR. Motion was seconded by Councilor Spoon and passed 5-0.**

Resolution 1306 – Jennifer Cline, Public Works Director, said it was discovered that portions of Township Road were not annexed into the City. An IGA had been developed to transfer jurisdiction of those portions to the City. The City was in the process of annexing the rest of Township.

Mr. Robinson said these areas did not have sidewalks and improved streets. That would occur as projects adjacent to Township were developed.

**\*\*Councilor Spoon moved to adopt Resolution 1306, A RESOLUTION REQUESTING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF CANBY AND CLACKAMAS COUNTY RELATED TO ROAD MAINTENANCE AND PERMITTING AUTHORITY OF TOWNSHIP ROAD. Motion was seconded by Councilor Dale and passed 5-0.**

Resolution 1307 – Ms. Blums said the proposed financial policies were reviewed by the City Budget Committee. They had recommended an addition and it had been added. The policies followed best practices and were sound financial principles.

**\*\*Councilor Heidt moved to adopt Resolution 1307, A RESOLUTION ADOPTING NEW CITY FINANCIAL POLICIES. Motion was seconded by Councilor Dale and passed 5-0.**

Ordinance 1497 – Mr. Robinson said at the last meeting issues had been raised by the residents and industrial owners in the area regarding truck traffic. He wanted to address the needs of the residents along with those of the industrial owners. A definition for Local Truck had been added to the language acknowledging there were local trucks in the City that needed to use local roads. This would provide an additional tool for the City to establish prohibition of trucks on non-truck roads that were passing through the City. Trucks that were making local deliveries and/or were local trucks could still use these roads.

Councilor Smith said he had voted no as it was clear to him that it was originally designed for SE 13<sup>th</sup> Avenue to be a truck route. With the development of the residential areas it was no longer conducive as a truck route. He thought they should direct traffic with street contours, speed limits, speed bumps, and physical barriers rather than prohibition.

Councilor Heidt liked the compromise that staff proposed. She asked why a commercial truck would be taking that route instead of going on 99E. Mr. Robinson said the problem was trucks traveling from such places as the quarry out in Molalla and taking the shortest route to 99E instead of going on Sequoia. The proposed change would help limit the access to those not contributing to the City but using that road even though it was not a designated truck route. He did not think many trucks came from the Industrial Park because it was not cost effective to go that route.

Councilor Spoon was pleased with the language. She wanted to look into doing the same for SW 13<sup>th</sup>. She asked about agreements that had been made between the industrial businesses and the City for trucks to use this road.

Mr. Robinson thought what was being proposed was the best solution available short of opening up the process to determine appropriate truck routes in the City. He did not think the residents or industrial businesses wanted to go through that process. It would also meet the intent at the conclusion of the 2010 public hearing where SE 13<sup>th</sup> and truck routes had been discussed.

**\*\*Councilor Dale moved to approve Ordinance 1497, AN ORDINANCE AMENDING CANBY MUNICIPAL CODE (CMC) CHAPTER 10.04 CITY TRAFFIC CODE to come up for second reading on January 2, 2019. Motion was seconded by Councilor Heidt and passed 5-0 on first reading.**

Ordinance 1498 – Councilor Heidt was concerned about increasing the number of Library Board members and asked if there would be issues with having a quorum for meetings.

Joe Lindsay, City Attorney, explained as long as they had a quorum they could still hold meetings. They would have to have four members present for a quorum. That was the risk of expanding the Board.

Mr. Robinson said there was pressure from the County to have members that were residents of the City and residents of the library service area on the Board to have better representation.

**\*\*Councilor Heidt moved to adopt Ordinance 1498, AN ORDINANCE AMENDING CANBY MUNICIPAL CODE CHAPTER 2.20.030 AND 2.20.040, REGARDING THE PUBLIC LIBRARY. Motion was seconded by Councilor Spoon and passed 5-0 by roll call vote.**

Ordinance 1499 – Bret Smith, Police Chief, said the new radios had arrived. They would receive an enhancement in about a year. The new radios had better reception and would be able to be sustained during natural disasters.

Councilor Parker clarified the cost of the upgrade was \$450,000 but the City only had to pay \$55,000. Chief Smith explained how the bond had covered most of these costs. There was also a discount from Motorola.

**\*\*Councilor Dale moved to approve Ordinance 1499, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH THE CLACKAMAS 800 RADIO GROUP FOR THE PURCHASE OF NEW REPLACEMENT MOTOROLA RADIOS FOR THE CANBY POLICE DEPARTMENT; AND DECLARING AN EMERGENCY to come up for second reading on January 2, 2019. Motion was seconded by Councilor Parker and passed 5-0.**

**NEW BUSINESS:** Cancellation of December 19, 2018 City Council Meeting – There was consensus to cancel the December 19 City Council meeting.

**CITY ADMINISTRATOR’S BUSINESS & STAFF REPORTS:** Mr. Robinson said the Public Works Department had done a great job along with Canby Utility in doing the lighting on First Avenue. Staff would be meeting with Union Pacific about the quiet zone. The project was moving forward smoothly. He was working on the signalization of Hazeldell and Sequoia and had met with an engineer.

His goal was to be out to bid this spring. He discussed how Urban Renewal funds would be used for the project. The Public Works Director had taken another position and would be moving to Eastern Oregon.

**CITIZEN INPUT:** None.

**ACTION REVIEW:**

1. Approved the Consent Agenda.
2. Adopted Resolution 1305.
3. Adopted Resolution 1306.
4. Adopted Resolution 1307.
5. Approved Ordinance 1497 to come up for second reading on January 2, 2019.
6. Adopted Ordinance 1498.
7. Approved Ordinance 1499 to come up for second reading on January 2, 2019.
8. The City Council meeting for December 19, 2018 had been cancelled.

There was no Executive Session.

Mayor Hodson adjourned the Regular Meeting at 8:30 p.m.

Kimberly Scheafer, MMC  
City Recorder

Brian Hodson  
Mayor

Assisted with Preparation of Minutes - Susan Wood