

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
July 17, 2019**

PRESIDING: Mayor Brian Hodson

COUNCIL PRESENT: Tim Dale, Shawn Varwig, Tracie Heidt, Greg Parker, and Traci Hensley

STAFF PRESENT: Rick Robinson, City Administrator; Joseph Lindsay, City Attorney; Julie Blums, Finance Director; Irene Green, Library Director

OTHERS PRESENT: Sarah Bushore, Walt Daniels, Greg Perez, Trig Berge, Matt English, Kristi Smith, David Thorndike, Bill Fenton, Lillian Marufo, Christian Young, Carol Rosen, Joyce Peters, Jim Davis

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

Canby Fire District #62 “Fill-the-Boot” Day Proclamation – Mayor Hodson read the proclamation declaring August 3, 2019 as Fill the Boot Day. He presented the proclamation to Jim Davis and Matt English of Canby Fire District.

Friends of the Library Check Presentation –Joyce Peters thanked Councilor Heidt for her work on the Friends of the Library Board and the Council. She then presented a check for \$17,881.24 from the Friends of the Library. They had also donated \$10,528.28 to finish the Teen Room at the Library. She announced the Ice Cream Social this Saturday and how they were selling tickets for the Great Backyard and Patio Tour. The Friends had committed to spend \$22,500 on programming for the Library in the next fiscal year.

2020 Census Presentation – Sarah Bushore gave a presentation on the upcoming 2020 census. She explained why a census was taken every 10 years and discussed the challenges they faced, the new ability to self-respond starting in March 2020, languages available, questions that would be asked, how the information was private and confidential, and the hard to count populations. These populations included seniors, children younger than 5, renters, homeless, migrant workers, foreign-born/immigrants, and internet issues. They would have a partnership with the libraries where people could use the computers to fill out the census form online at the library and get needed assistance. There were Oregon Partnership Specialists and Complete Count Committees to help with the work. Currently they were recruiting for census takers.

There was discussion regarding how the Council could help by talking with different groups in the City.

COMMUNICATIONS: None

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None

MAYOR’S BUSINESS: Mayor Hodson introduced scout Nolan Pack with Troop 882 who was working on his Citizenship in the Community badge. He asked the Council for ideas on helping staff with City Committees due to the retirement of Planner Matilda Deas and resignation of City Recorder Kim Scheafer.

Councilor Parker was fine with telling the Committees to wait on some items or refocus their goals, but wanted to create a plan so the Committees would know when resources would be available. He thought it was important the Council had a unified message to take to the Committees as well.

Councilor Hensley agreed they needed a unified message.

Councilor Heidt asked if they should reduce the number of Committee meetings, such as meeting every other month.

Rick Robinson, City Administrator, said they were in an unprecedented growth period and staff was struggling to keep up, especially with all of the activities that were important to the community. He was trying to find a way to maintain a sense of community and cohesiveness among residents during this time of growth. He thought they needed to communicate to the Committees that staff's bandwidth was limited and they needed to identify priorities and the requirements for those priorities. He used the Traffic Safety Commission as an example of the members who took an active role in gathering information and seeking solutions.

Councilor Parker was concerned that staff would only work on the development of the City and not on the livability of the City.

Mr. Robinson said they needed to prioritize the deliverables they expected from staff and be realistic in those expectations. They would have to choose one large project and take it piece by piece instead of working on six different projects at once. He thought this would be the new normal until more staff could be hired.

Councilor Parker thought it was a mistake to abandon their long range planning.

Mayor Hodson said the Parks and Recreation Advisory Board discussed the splash pad proposals and chose a contractor. The splash pad would be built by Memorial Day of 2020. He gave an update on the Ackerman Sports Field project which would need more funding discussions. The Region 1 Area Commission on Transportation would be meeting in Canby on August 5 and they would be touring different areas of the City. He reported on the Clackamas County Coordinating Committee Retreat where housing and transportation were discussed. The Housing Needs Assessment was almost completed. He also discussed the Vehicle Registration Fee and Special Transportation Fund as well as City Administrator interviews. A top City Administrator candidate had been chosen. He asked if the Council wanted to move forward with contract negotiations.

There was consensus to move forward with negotiating an offer.

Mayor Hodson reminded the Council about the Special Meeting next Wednesday for Council interviews. There would be a joint meeting with the Council and Planning Commission on August 6.

There was discussion regarding Council's list that the Planning Commission was working on.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Dale reported on the last Canby Utility Board meeting where they learned the state legislature decisions had not affected rates. The legislature had made solar power installation easier as well as gave solar panel rebates and made changes to renewable energy requirements for buildings. Both power and water revenues were up and conservation was down. They were under-budget on SDC income.

Councilor Varwig stated the Library was now closed on Sundays.

Fire Chief Jim Davis thanked Councilor Heidt for her service. He explained the changes on the Fire Board membership. He thanked everyone for the donations to the fireworks for the Fourth of July. He clarified open burning was not allowed during the summer. They were moving forward with the north side fire station and the remodel of the main fire station.

Councilor Hensley reported on the Fourth of July celebration. She thanked Corey Bowler who was leaving the Traffic Safety Commission.

Councilor Parker said the Fair Board was doing a Master Plan on the Fairgrounds and the numbers for the work had come in higher than they thought. They would have to prioritize the projects. Improvements would be made to the Fairgrounds in the next few years.

CONSENT AGENDA: **Council President Dale moved to adopt the minutes of the June 19, 2019 City Council Regular Meeting, appoint Lisa Potter to the Parks and Recreation Advisory Board with a term to end on June 30, 2022, appoint Jack Pendleton to the Budget Committee with a term to end on June 30, 2022, and to approve a New Off-Premises with Fuel Pumps Liquor License Application for Thabet Management. Motion was seconded by Councilor Hensley and passed 5-0.

PUBLIC HEARINGS: CPA/TA 19-01, Land Development & Planning Ord. Title 16 Text Amendment – Postponed to Date Certain of August 7, 2019

RESOLUTIONS & ORDINANCES:

Resolution 1313 – Mr. Robinson said this was an annual resolution that provided coverage to the City's volunteers.

****Councilor Varwig moved to adopt Resolution 1313, EXTENDING WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF CANBY AND REPEALING RESOLUTION 1285. Motion was seconded by Councilor Heidt and passed 5-0.**

Resolution 1320 – Julie Blums, Finance Director, said this was an updated policy on the City's capitalization rules for capital assets and infrastructure.

****Councilor Hensley moved to adopt Resolution 1320, ADOPTING UPDATED CAPITALIZATION RULES; AND REPEALING RESOLUTION 780. Motion was seconded by Councilor Varwig and passed 5-0.**

Ordinance 1511 – Mr. Robinson said this was property adjacent to the Canby Area Transit parking lot for a future office facility.

****Councilor Heidt moved to adopt Ordinance 1511, AN ORDINANCE AUTHORIZING THE CITY OF CANBY TO ENTER INTO A PURCHASE AND SALE AGREEMENT WITH PIONEER PROPERTY, LLC FOR THE PURCHASE OF REAL PROPERTY; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Dale and passed 5-0 by roll call vote.**

NEW BUSINESS: Presentation to Councilor Heidt – Mayor Hodson said this was Councilor Heidt’s last meeting. He presented a plaque to Councilor Heidt expressing the City’s appreciation for her time on the Council.

Councilor Heidt explained she was leaving the Council to spend more time with her family and thanked the Council for their service.

CITY ADMINISTRATOR’S BUSINESS & STAFF REPORTS: Mr. Robinson thanked Councilor Heidt for her work.

Joseph Lindsay, City Attorney, appreciated Councilor Heidt’s energy and listening skills.

Mr. Robinson discussed the change to the City’s court day from Mondays to Tuesdays effective October 1.

CITIZEN INPUT: None

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Resolution 1313.
3. Adopted Resolution 1320.
4. Adopted Ordinance 1511.

There was no Executive Session.

Mayor Hodson adjourned the Regular Meeting at 9:00 p.m.



Rick Robinson
City Recorder Pro-Tem



Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood