

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
May 1, 2019**

PRESIDING: Mayor Brian Hodson.

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

STAFF PRESENT: Rick Robinson, City Administrator; Joseph Lindsay, City Attorney; Eric Laitinen, Aquatics Program Manager; Calvin LeSeur, Economic Development & Tourism Coordinator; Irene Green, Library Director; and Kim Scheafer, City Recorder.

OTHERS PRESENT: Tony Crawford, Carol Palmer, Doug Birkland, Irene Breshears, Nancy Wilmes, Steve Nelson, Mindy Montecucco, Carol Kramer, Rina Bicknell, Joanne McCall, Havvy Ehrich, Eric Pfeiffer-Robinson, Chris Hirsch, Paige & Abby Blanchard, Bill & Clarice Otis, Chrissy Curran, JR Vanderburg, Jill Stegmeier, Elizabeth Miller, Avery Cousin, Michael Cousin, Thomas Barker, and Katherine Christiansen.

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.

NALC Food Drive Day Proclamation – Councilor Spoon said she supported the food drive but was uncomfortable reading a proclamation when she was in support of the LGBT community.

Councilor Varwig read a proclamation proclaiming May 11, 2019 as National Association of Letter Carriers National Food Drive Day.

Mayor Hodson presented the proclamation to Irene Breshears.

Ms. Breshears thanked the Council on behalf of the letter carriers and Canby post office. This was their 26th year for the food drive and second year donating to the Canby Center. She introduced Steve Nelson, Development Manager for the Canby Center. Mr. Nelson collected donations from the Mayor and Council.

Mr. Nelson said there were just under 2,000 Canby residents that were living at or below the poverty line. This was an opportunity for everyone to contribute.

National Small Business Week Proclamation - Councilor Varwig read a proclamation proclaiming May 5-11, 2019 as National Small Business Week in Canby.

Poppy Days in Canby Proclamation - Councilor Hensley read a proclamation proclaiming May as Poppy Month in Canby and May 19-25, 2019 as Poppy Days in Canby.

Mayor Hodson presented the proclamation to Nancy Wilmes.

Ms. Wilmes said this was the 100th year that poppies had been distributed as a salute to our veterans. All of the money collected went to veterans in Oregon.

Walk and Bike Challenge Month Proclamation – Councilor Parker read a proclamation proclaiming May as Walk and Bike Challenge Month.

Mayor Hodson presented the proclamation to Mindy Montecucco, Bike and Pedestrian Committee Chair.

Ms. Montecucco thanked Council on behalf of the Bike and Pedestrian Committee. She encouraged citizens to get out and enjoy the City and look out for one another.

Water Safety Month Proclamation - Councilor Dale read a proclamation proclaiming May as Water Safety Month in Canby.

Mayor Hodson presented it to Eric Laitinen, Aquatics Program Manager.

Mr. Laitinen said the Swim Center was currently having signups for summer swim lessons. The Gator Grinder would be held on Saturday, May 11.

Historic Preservation Month Proclamation – Mayor Hodson read a proclamation proclaiming May as Historic Preservation Month.

Mayor Hodson presented the proclamation to Tony Crawford, Historic Review Board Chair.

Mr. Crawford introduced the members of the Heritage and Landmark Commission. He spoke about the Canby Women's Heritage Trail Project and how they were the first community to recognize the historic contributions of women. He recognized those who made it possible including the planning committee and contributing/supporting organizations. There were also student authors who wrote essays about the women who inspired them. He reviewed the student essay process and recognized all of the contributing student authors in the audience.

Chrissy Curran, Oregon Historic Preservation Office Director, presented the City with an Oregon Heritage Excellence Award. Each year this award was given to projects that went above and beyond expectations and set an example of what could be achieved for heritage across the State. She explained how the Heritage Trail Project had been reviewed and the reasons it stood out from other projects.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: Carol Kramer, Canby resident, said every one of the proclamations that night were beautiful and reminded them of what community was. She still wanted closure on the proclamation acceptance process. She discussed how the transgender community contributed to all of these community values.

Mayor Hodson said the proclamation process was in the Mayor's position. Many of them were annual events. When new ones came forward they were forwarded on to him and he made the decision. Two new ones that were done last year were for events in town.

Ms. Kramer asked about the criteria for the Mayor's decision making process.

Mayor Hodson said currently the criteria for proclamations were those that were tied to organizations and events.

Eric Pfeiffer-Robinson, Canby resident, recognized the City Administrator and challenged the Council to hire someone as capable. He also recognized Parks Lead Jeff Snyder. He had seen a swastika at Locust Street Park and Mr. Snyder had called him back and it was taken care of. He recently met with the Chamber about getting involved in the arborist business. He had a conversation with another ISA certified arborist who wanted him to encourage the community to hire licensed workers. He thought the Park Department should be renamed to Park and Recreation and Urban Forestry. They did not have to hire an arborist, but could adjust some policies to take better care of trees. Tree care was expensive.

Rick Robinson, City Administrator, said anytime a message of hate was seen the City should be notified so that they could take care of it.

Rina Bicknell, Canby resident, said she wanted to follow-up on the trans-education and inclusivity outreach and the next steps Mayor Hodson would like to take. She had made contact with two different professors at Willamette University and a therapist who specialized in supporting trans-individuals.

Mayor Hodson said he was working on scheduling a time to meet with her.

Ms. Bicknell was thinking about setting up a panel discussion with these three individuals and would send him an email with more details.

MAYOR'S BUSINESS: Mayor Hodson said he attended the Clackamas Cities Dinner and much of the conversation was on river tourism for the Estacada and Sandy areas and how there would be master planning for Molalla State Park. C4 would be meeting tomorrow. He then gave an update on the design for the Ackerman Sports Complex. He asked for feedback to send back to the consultants.

Councilor Spoon appreciated the updates to the walking paths and trees. She asked if adding trees to the parking area would reduce the number of parking spaces.

Mayor Hodson said the design standards required that number of trees in the parking area. The previous plans had not shown any trees, and these plans only showed half of the trees and the other half was yet to be put in the drawings.

Councilor Spoon asked about covered tennis courts.

Mayor Hodson said that had been discussed.

Councilor Varwig confirmed the parking area had to have the medians every certain number of spaces even though it meant losing some parking spaces.

Councilor Parker asked about the number of parking spaces and if they knew how many would be needed. He thought that should be a topic of discussion.

Mayor Hodson said they did not know the number needed at this time.

Councilor Hensley asked if there was a formula to know how many spaces were needed.

Mr. Robinson said in the code there would be a formula that spoke to this kind of recreational use, but that did not mean they could not use other similar venues to project what the average and maximum

demands might be. They would build to the average demand. He thought the consultants could come up with that number.

Councilor Heidt asked where they were in the process.

Mayor Hodson said this was just for information purposes. A meeting with the School District to discuss the IGA and if they wanted to proceed with the project would be held on May 16 and a follow up meeting on May 23. They would also be looking at the future of Ackerman Middle School in possibly becoming a community center. He thought they would know in the next couple of months whether or not the project would move forward.

Mayor Hodson then reviewed the cost sheet for the project. The direct construction costs would be about \$9 million and the indirect costs would be an additional \$1.6 million. There would also be a 20% contingency. All totaled it would be \$13.5 million for the project.

Councilor Parker noted it had taken a long time to get to a number for this project. It used to be \$7,000 per parking spot and now it was \$3,500 per spot. Parking was an expense.

Mayor Hodson discussed possible funding sources and sponsorships.

Councilor Spoon asked if there was a way to get an economic development impact assessment on local businesses.

Mayor Hodson said the new High School Athletic Director sent him an economic impact on a similar complex and he would send that out to Council.

Councilor Spoon asked if there was a low estimate since they went high on the estimates.

Mayor Hodson said the consultants did not provide them with a low estimate.

Mr. Robinson explained the different options there were to reduce the costs. He thought the true range for the project would be \$11 million to \$15 million.

Councilor Spoon was confused about the relationship between Phase 1 and Phase 2 with Ackerman. She did not want to spend all the funds on Phase 1 and never get to Phase 2.

Mayor Hodson said that would be part of the conversation with the School District.

Mr. Robinson said if there was a possibility that Ackerman would be a Phase 2, a feasibility study would need to be done for that portion of the project so there would be a total package to discuss. They did not know if Ackerman was in play yet or when it would be in play. The focus was on the sports complex and the analysis that had been done on it. One of the key questions leading up to an ultimate decision was what would be included in the project.

Mayor Hodson said there would be a Prayer Breakfast tomorrow at 6:30 a.m. at Cutsforth's Town Hall.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Hensley said C4 was meeting tomorrow and the Traffic Safety Commission was meeting next Friday. She thanked the business community for the billboards in honor of the High School's Kindness Week and thanked the attendees

of the concert. On June 1 at 25159 NE Butteville Rd. in Aurora there would be a plant sale for the Gators Swim Club and a portion of the profits would go to the Canby Suicide Prevention Task Force.

Councilor Dale attended the auction at the Warner Grange and enough money was raised to order eight cuddle cots.

Councilor Spoon said tomorrow was First Thursday. Two new board members were added to CTV5 and CTV5 was going through rebranding. Bridging cultures would be having their summer lunches in the parks soon. Two Canby students made it to the Speech Semi-Finals at State. Charmed by Canby would continue for a few more weeks.

CONSENT AGENDA: **Councilor Dale moved to adopt the minutes of the April 17, 2019 City Council Regular Meeting; a new Off Premises Liquor License Application for Abarrotes y Mas El Rinconsito; reappointment of Kathleen Myron to the Library Board for a term to end on June 30, 2023, reappointment of Carol Palmer to the Heritage and Landmark Commission for a term to end on June 30, 2022; appointment of Bob Patterson to the City Budget Committee for a term to end on June 30, 2021; and appointment of Jackie Jones to the Traffic Safety Commission for a term to end on June 30, 2022. Motion was seconded by Councilor Hensley and passed 6-0.

RESOLUTIONS & ORDINANCES: Ordinance 1506 – Mr. Robinson said KinTechnology was the City's current computer services provider. They offered a no increase contract and staff recommended approval.

Councilor Varwig said he had a financial relationship with KinTechnology so he would be abstaining.

****Councilor Heidt moved to approve Ordinance 1506, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH KINTECHNOLOGY, INC. TO CONTINUE TO PROVIDE COMPUTER TECHNICAL SERVICES FOR THE CITY, NOT TO EXCEED \$100,000.00; AND REPEALING ORDINANCE 1487 to come up for second reading on May 15, 2019. Motion was seconded by Councilor Spoon and passed 5-0-1 on first reading with Councilor Varwig abstaining.**

Ordinance 1508 – Mr. Robinson said the declaration of emergency was for the contractor to begin work in June on the ADA ramps. They received seven bids and Eagle-Elsner was the lowest responsible bidder. They had estimated the project would cost \$750,000, but increased costs of raw materials and labor had made it more expensive. There was funding in the budget for this project. The streets were chosen based on the pavement index.

Councilor Parker asked how much money was left in the street maintenance fund. He also asked how much the fee generated each year.

Mr. Robinson replied there was about \$300,000 left. The fee was generating about \$700,000 to \$750,000. They would be improving 539,000 square feet or 2.49 miles this year.

****Councilor Varwig moved to approve Ordinance 1508, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH EAGLE-ELSNER, INC. IN THE AMOUNT OF \$1,042,657.50 FOR CONSTRUCTION OF THE 2019 STREET MAINTENANCE PROGRAM; AND DECLARING AN EMERGENCY to come up for second reading on May 15, 2019. Motion was seconded by Councilor Hensley and passed 6-0 on**

first reading.

Ordinance 1509 – Mr. Robinson said this was a continuation of an agreement with Master Cleen, Inc. There was no financial increase in this agreement.

****Councilor Hensley moved to approve Ordinance 1509, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH MASTER CLEEN, INC. FOR JANITORIAL SERVICES FOR VARIOUS CITY FACILITIES, NOT TO EXCEED \$57,987.00; AND REPEALING ORDINANCE 1484 to come up for second reading on May 15, 2019. Motion was seconded by Councilor Heidt and passed 6-0 on first reading.**

Ordinance 1510 – Mr. Robinson said a declaration of emergency was being requested as the pipe needed to be replaced as soon as possible. Roots had intruded into the pipeline which was built in 1949 and were causing effluent to back up. The pipeline would be increased from 18 inches to 24 inches.

****Councilor Spoon moved to approve Ordinance 1510, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH CANBY EXCAVATING, INC. FOR THE WASTEWATER TREATMENT FACILITY EFFLUENT PIPELINE REPLACEMENT PROJECT; AND DECLARING AN EMERGENCY to come up for second reading on May 15, 2019. Motion was seconded by Councilor Varwig and passed 6-0 on first reading.**

NEW BUSINESS: None.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Mr. Robinson said the first Budget Committee meeting would be on May 9.

CITIZEN INPUT: None.

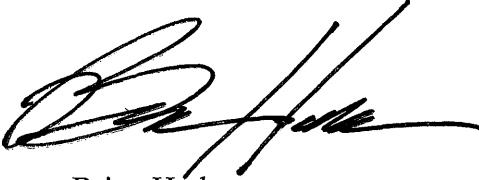
ACTION REVIEW:

1. Approved the Consent Agenda.
2. Approved Ordinance 1506 to come up for second reading on May 15, 2019.
3. Approved Ordinance 1508 to come up for second reading on May 15, 2019.
4. Approved Ordinance 1509 to come up for second reading on May 15, 2019.
5. Approved Ordinance 1510 to come up for second reading on May 15, 2019.

There was no Executive Session.

Mayor Hodson adjourned the Regular Meeting at 8:48 p.m.


Kimberly Scheafer, MMC
City Recorder


Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood