

**CANBY CITY COUNCIL
CITY COUNCIL WORK SESSION
April 18, 2018**

Presiding: Mayor Brian Hodson.

Council Present: Tyler Smith, Greg Parker, Traci Hensley, Tim Dale, Tracie Heidt, and Sarah Spoon.

Staff Present: Rick Robinson, City Administrator; Joseph Lindsay, City Attorney; Matilda Deas, Senior Planner; Jamie Stickel, Main Street Manager; Jennifer Cline, Public Works Director; Eric Laitinen, Swim Center Manager; and Kim Scheafer, City Recorder.

Others Present: Glenn Brooks, Barry Johnson, Scott Sasse, Matt Olsen, Mark Triebwasser, Jeffrey Carr, Andrew Crites, Judy Zettergren, Carol Rosen, and Fire Chief Jim Davis.

Mayor Hodson called the Work Session to order at 6:00 p.m. in the Mt. Hood Conference Room.

The Council met in a Work Session with the Parks and Recreation Advisory Board to discuss and prioritize next steps for City Parks.

Everyone in attendance introduced themselves.

Mayor Hodson challenged the group to be looking towards the future to 2040/2050, and to plan for the entire city, not just certain areas. He reviewed the Board's role and procedures as outlined in the ordinance that established the Board.

There was discussion regarding when the annual report should be given to Council, and Mr. Robinson suggested in the fall would be the best time.

Councilor Spoon said the Board was supposed to be advising the Planning Department about park land dedication and she would like that to be done early in the process.

Mayor Hodson discussed the purpose of the Parks Maintenance Fee, which was for repair and maintenance of parks and adding parks staff.

It was noted that the Board had not had input on the maintenance, but had worked on park planning.

The Council wanted to know how many hours/employees it would take to catch up on park maintenance and what it would take for ongoing maintenance for the existing parks.

The Board would like Parks Maintenance Lead Jeff Snyder to attend the Board meetings. There were a number of things that could be done now in anticipation of building new parks while the number one priority would be to bring the parks back into order and hire the appropriate labor force.

There was discussion regarding the public expectation for use of the Parks Maintenance Fee, how the Fee would sunset in five years, and if the Fee was not renewed how that would affect the maintenance of any new parks.

Mark Triebwasser, Board Chair, reviewed the recommendations of near term projects in priority order. The first was NW Neighborhood Park, then a Dog Park, Spray Park/Splash Pad, Willamette Wayside Phase 1, Maple Street Park turf conversion, and sell/donate/swap the Faist Park parcel. The long term priorities were a community center with a pool and sports fields and acquiring Traverso lake property adjacent to Community Park.

There was discussion regarding the definition of a neighborhood park, the advantages of creating a neighborhood park, and ways to reduce maintenance costs in new parks. There was further discussion regarding the Board's priority projects.

Mayor Hodson said the Council would discuss next steps at the regular meeting that night.

Mayor Hodson adjourned the Work Session at 7:20 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
April 18, 2018**

PRESIDING: Mayor Brian Hodson.

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

STAFF PRESENT: Rick Robinson, City Administrator; Joseph Lindsay, City Attorney; and Kim Scheafer, City Recorder.

OTHERS PRESENT: Roger & Cheryl Steinke, Fire Chief Jim Davis, Carol Rosen, Vernon Hulit, Mark Triebwasser, Judy Zettergren, Barry Johnson, and Sue Clones.

CALL TO ORDER: Mayor Hodson called the Regular Meeting to order at 7:30 p.m. in the Council Chambers followed by opening ceremonies.

National Small Business Week Proclamation – Mayor Hodson read a proclamation proclaiming April 29 - May 5, 2018 as National Small Business Week in Canby.

Councilor Parker accepted the proclamation on behalf of the Main Street Program and Economic Development Department.

Garden Club Week Proclamation – Mayor Hodson read a proclamation proclaiming April 29 - May 5, 2018 Canby Garden Club Week and presented it to Vernon Hulit.

Mr. Hulit thanked the Council on behalf of the Garden Club. Forty five roses had been planted alongside 99E. Sue Clones was spearheading a lot of the work.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: Roger Steinke, Canby citizen, distributed a handout to the Council. He met with Bryan Brown, Planning Director. Mr. Brown had been told by Stafford Development that Mr. Steinke was participating in the annexation. If staff had known

that he was not, they would have proceeded differently. He thought one of the issues was lack of customer service and he wanted to be put on the next Planning Commission agenda. He discussed the different options for his property and how he would like to do computer generated drawings of these ideas.

Sue Clones, Canby Garden Club, said a Tea Party fund raiser was scheduled for July 22 from 2:00 – 5:00 p.m. at a Garden Club member's garden.

MAYOR'S BUSINESS: Mayor Hodson said Shred it Day would be at the Clackamas County Event Center on April 19. The City Budget Committee meetings would be on May 10, 17 and 24 if needed. He had met with the County regarding the Canby Ferry. The County was looking at different options due to the operating costs of the Ferry. They would be doing a feasibility study and would have two public events. He attended a meeting regarding the Arndt Road extension. The County had moved this up in their transportation plan as the third on their project list. ODOT did a presentation at the C-4 meeting regarding tolling on I-5 and I-205. The Metro Council was looking at putting a housing bond on the November ballot. In May 2019 there would be Metro transportation bond. He congratulated Jamie Stickel, Main Street Manager, who had been promoted to the Economic Development Director position effective August 2. The Council had met in a work session with the Parks and Recreation Advisory Board. He wanted feedback from the Council on that meeting and what the next steps were for the Council.

Councilor Parker needed some time think things over. He thought the Council should email the Mayor their thoughts and give feedback.

Councilor Hensley agreed that she needed time to think about the next steps and could give feedback at a later time.

Councilor Smith said they would be needing more information from staff on budgeting and maintenance.

Councilor Heidt thought they should also get feedback from the Board. She would like to get rolling on the items as soon as possible.

Councilor Spoon said there were some big financial decisions that would need to be made. They would need to look at more information before those decisions could be made. She wanted to wait until they had all the information to make an educated decision.

Councilor Dale encouraged everyone to get their questions into the Mayor. He thought the Council needed to give the Board good direction for the future.

Mayor Hodson said they had been executing the plans of previous Councils and now it was time to decide what this Council wanted to put in motion for the future.

Councilor Heidt wanted to make sure that they gave themselves deadlines and not put off decisions.

Rick Robinson, City Administrator, said they would need to look at the national standard and what the City's resources were able to do. One of the key points that needed to be resolved was the level of maintenance needed to be attained in the parks.

Councilor Parker said they needed to decide the criteria they were going to use to make these decisions.

Mayor Hodson asked to have all the Council comments to him by 9:00 p.m. on May 3. He would review them with Mr. Robinson on May 4.

Joe Lindsay, City Attorney, reminded the Council to email individually and not send an email to all the Council.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Smith said the Planning Commission meeting had been cancelled. He asked the Fire Chief to report on the Fire District.

Fire Chief Jim Davis said they had a work session with a consultant regarding surveying citizens on a proposed capital bond to make improvements to the fire stations and to create an EMS station on the north side of town. Board Member Dawn Depner was moving out of the district. She would still be doing Operation Snuggle. The Fire District Budget Committee would be meeting next Wednesday. The levy had passed which would provide additional transports in the daytime hours. Two new Fire Fighters would be starting work on May 1. They were soliciting donations for fireworks and were trying to raise \$15,000.00.

Councilor Parker asked for a presentation on how the growing population was changing the Fire Department's response. The Bike & Pedestrian Committee would meet next Tuesday. He shared a story about the statewide recognition of the Women's Heritage Trail.

Councilor Hensley said the Traffic Safety Commission received a concern regarding crosswalk improvements from the School District. It was referred to the Bike and Pedestrian Committee. She asked if the Traffic Safety Commission could get the development plans that were submitted to be able to provide feedback to the Planning Commission. The Suicide Prevention Task Force had met last week. She would be reporting more in the near future.

Councilor Dale said Canby Utility would be moving into their new facility in June. There had been no service interruptions due to the recent wind. If you had a home irrigation system you needed to have your backflow tested. He attended the Peace Pole presentation and thanked Canby Rotary.

Councilor Spoon had started noticing Peace Poles now all over. The Adult Center was having their plant sale this Saturday. Todd Gary from the Fire Department would be doing a Fall Prevention class at the Adult Center. CTV5 was revamping some of their equipment. They would be able to do more live programming. They had a lot of people coming forward with content ideas but were short-handed with people trained to use the equipment. She attended the Canby Center's 10th Anniversary Dinner at the Country Club.

CONSENT AGENDA: **Councilor Dale moved to adopt the minutes of the April 4, 2018 City Council Work Session and Regular Meeting and the reappointment of Kelly Harms to the Heritage and Landmark Commission for a term to expire on a June 30, 2021. The motion was seconded by Councilor Hensley and passed 6-0.

RESOLUTIONS & ORDINANCES: None.

NEW BUSINESS: None.

ADMINISTRATOR'S BUSINESS & STAFF REPORTS: None.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the Consent Agenda.

There was no Executive Session.

Mayor Hodson adjourned the Regular Meeting at 8:41 p.m.



Kimberly Scheafer, MMC
City Recorder



Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood