

**CANBY CITY COUNCIL
CITY COUNCIL WORK SESSION
February 18, 2015**

Presiding: Mayor Brian Hodson.

Council Present: Todd Rocha, Greg Parker, Traci Hensley, Tim Dale, Tracie Heidt, and Clint Coleman.

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

Others Present: Tim Gustafson.

Mayor Hodson called the Work Session to order at 6:30 p.m. in the City Hall Conference Room.

The Council met in a Work Session to watch a City/County Insurance (CIS) video for elected officials regarding the risk management role they played in their communities.

Tim Gustafson, Gustafson Insurance, said the video was designed to explain what CIS was and what it meant to the City. The City would receive a discount on next year's CIS liability contribution because the Council watched the video. He presented the video to the Council.

Rick Robinson, City Administrator, spoke about his experience being part of a similar program in California.

Mayor Hodson adjourned the Work Session at 6:50 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
February 18, 2015**

Presiding: Mayor Brian Hodson.

Council Present: Todd Rocha, Greg Parker, Traci Hensley, Tim Dale, Tracie Heidt, and Clint Coleman.

Staff Present: Rick Robinson, City Administrator; Joseph Lindsay, City Attorney; Kim Scheafer, City Recorder; Bryan Brown, Planning Director; Melissa Kelly, Library Director; and Amanda Zeiber, Asst. City Administrator/HR Director.

Others Present: Bob Cornelius, Irene Breshears, Jim & Cathy Burdett, Greg Perez, Walt Daniels, Pam Seelye, Frank Higashi, Hiromi Higashi, Martin Lackner, Pat Schauer, Louis Boesel, and Theresa Enderle.

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

Iwo Jima Remembrance Day Proclamation – Mayor Hodson read a proclamation declaring February 21, 2015, as Iwo Jima Remembrance Day in Canby and presented it to Commander Martin Lackner. Commander Lackner introduced World War II veterans in the audience. He thanked the City and said veterans were still serving their community.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None.

MAYOR'S BUSINESS: Mayor Hodson attended the North Redwood Development Concept Plan stakeholder meeting. He attended the C4 meeting and was selected for the Executive Committee. The Wholesale and Distribution Cluster meeting would be held next week.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Rocha said the Library Board had lots of questions about the CM/GC process. He thanked Melissa Kelly, Library Director, for her work on the Civic Center project.

Councilor Hensley attended the C4 meeting. The Traffic Safety Commission talked about 10th Avenue signage. New signage had been added at 10th and Ivy. There was also discussion regarding truck and turkey signage. She would be attending the CTV5 meeting tomorrow and the Arndt Road stakeholders meeting next week. She also attended First Friday and encouraged everyone to come to the Auxiliary breakfast on Sunday.

Councilor Dale stated Canby Utility would be interviewing three candidates for General Manager in the next couple of weeks.

Councilor Heidt attended the North Redwood meeting and toured the Public Works facility. She spoke about the different programs happening at the Library and grants the Library had recently received. The Friends of the Library's annual meeting would be held on February 24. She also attended the Adult Center Board meeting. The Oregon Battle of the Books would be starting next Wednesday.

Councilor Coleman attended the Traffic Safety Commission meeting and First Friday. He congratulated Custforths on their 87th birthday. The Planning Commission had two public hearings and both were approved. There were two vacancies on the Planning Commission. Jamie Stickel and Mariah Dodson did a wonderful job on the City attractions map and research on Canby the Garden Spot. He would be attending the Chamber of Commerce dinner and the Arndt Road meeting next week.

CONSENT AGENDA: **Councilor Dale moved to adopt the minutes of the February 4, 2015, City Council Regular Meeting and Work Session and the annual liquor license renewals. Motion was seconded by Councilor Hensley and passed 6-0.

PUBLIC HEARING: VAC 14-01 North Juniper Street Vacation (Northern Boundary of NE 2nd Avenue 115 Feet Northerly to the Southerly Boundary of the Alley between NE 2nd and NE 3rd Avenues) – Mayor Hodson read the public hearing statement.

Conflict of Interest:

Councilor Rocha – no conflict, plan to participate.
Councilor Parker – no conflict, plan to participate.
Councilor Hensley – no conflict, plan to participate.
Mayor Hodson – no conflict, plan to participate.
Councilor Dale – no conflict, plan to participate.
Councilor Heidt – no conflict, plan to participate.
Councilor Coleman – no conflict, plan to participate.

Ex Parte Contact:

Councilor Rocha – no contact.
Councilor Parker – none.
Councilor Hensley – drove by the site every day.
Mayor Hodson – had driven by the site.
Councilor Dale – had driven by the site.
Councilor Heidt – none.
Councilor Coleman – had driven by the site.

Bryan Brown, Planning Director, said there was no petition from citizens since the application was City initiated. The vacation was needed for the Library/Civic Building project. It would be on Juniper, 115 feet in length up to the southern edge of the alley between 2nd and 3rd Avenues. One written comment had been received from NW Natural Gas. They asked that the easement be retained for the natural gas line and that the line not be disturbed until relocation was done. There was a condition of approval to establish an alternative easement within the general area for each utility.

Mayor Hodson opened the public hearing at 8:02 p.m.

Proponents: None.

Opponents: James Burdett, resident of Canby, said his house was next to the empty lot where the Civic Center would be built. He asked if it would affect taxes, property values, would the building take up the entire alleyway, where would employee parking and pedestrian access be, and would it look presentable. His refinance application was denied when the bank found out this project was going in because it was a residence in a commercial neighborhood. There was a lot of traffic that used the alley and if it was closed there might need to be a four way stop on 3rd and Ivy.

Rick Robinson, City Administrator, said the property the City acquired was already zoned commercial and the Library/Civic Building was a compatible use. If this wasn't going in, another commercial development would. He could not speak to the property value issue. He explained the design of the proposed building. The alleyway would be a no parking zone. There would be more public input on the design at a later date.

Mayor Hodson closed the public hearing at 8:17 p.m.

RESOLUTIONS & ORDINANCES: Resolution 1211 – Mr. Robinson said this was an amendment to an existing agreement. Since the City was not currently building any parks due to staffing restrictions, the property was being leased back to the Simnits for continued agricultural

use. Mr. Simnitt had contacted the City regarding his lease rate. Only a portion of the property was usable for farming purposes and currently organic farming was done on that land. The park land would have to go through soils testing to see if it could be farmed and trees on the grounds would have to be cleared. He had worked with Mr. Simnitt on a revised agreement with a rate of \$600 per year with the provision that if they wanted to use the whole property the lease payments would increase to \$900 per year. He also requested that the 2015-2016 payment be \$300 since Mr. Simnitt already paid \$900 for this year.

****Councilor Hensley moved to adopt Resolution 1211, A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AN AMENDMENT TO THE LAND RENTAL AGREEMENT BETWEEN THE CITY OF CANBY AND SIMNITT NURSERY, LLC. Motion was seconded by Councilor Heidt and passed 6-0.**

Ordinance 1412 – Councilor Parker thought this was a wise move to take a piece of under-utilized roadway and turn it into something that would save money overall.

****Councilor Hensley moved to approve Ordinance 1412, AN ORDINANCE VACATING A PORTION OF NORTH JUNIPER STREET PUBLIC RIGHT-OF-WAY FROM THE NORTHERN BOUNDARY OF NE 2ND AVENUE 115 FEET NORTHERLY TO THE SOUTHERLY BOUNDARY OF THE ALLEY BETWEEN NE 2ND AVENUE AND NE 3RD AVENUES to come up for second reading on March 4, 2015. Motion was seconded by Councilor Parker and passed 6-0.**

NEW BUSINESS: Presentation by Library Board Regarding Facilities Needs Recommendation for Canby Public Library – Melissa Kelly, Library Director, said Roger Reif, Library Board Chair, was out of town and was not able to present the report. She had been asked by the Library Board to present the facilities needs recommendation. Estimated space needs were for a 25,000 total square foot library to meet the future needs of the community. The new library needed to be able to adapt to change and have amenities such as more collection space, display areas, general seating areas, larger computer area, bigger story time area, program space, multi-functional space, teen area, and small business center. She was concerned about the space taken up by building support areas that would take away from the collection and program areas.

Councilor Parker thanked the Library Board. He wanted the Council to be the policy makers and let the Library Board and City staff decide the details of the building.

Mr. Robinson said they would work in partnership and collaboration with the Library Board and community.

Walt Daniels, resident of Canby, gave a history of the library in Canby. In 1989 the City purchased the 11,000 foot building the library was in now. It was too small after only 25 years and Canby was continuing to grow. He encouraged the Council to look ahead to the future and the population so they had enough space for a population increase.

ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Mr. Robinson said the Agency would be having the CM/GC public hearing on March 4. The hearing notice was published in the *Daily Journal of Commerce* today as well as in the *Canby Herald* and on the City's website. Demolition had already begun on the site. He reported on the meeting he attended for Mayor Hodson where urban reserves were discussed. The turkey signs were in and would soon be

installed. He also attended the North Redwood technical working group meeting.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Resolution 1211.
3. Approved Ordinance 1412 to come up for second reading on March 4, 2015.

There was no Executive Session.

Mayor Hodson adjourned the Regular Meeting at 8:53 p.m.



Kimberly Scheafer, MMC
City Recorder



Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood