

**CANBY CITY COUNCIL  
WORK SESSION  
May 19, 2021**

**PRESIDING:** Council President Traci Hensley

**COUNCIL PRESENT:** Christopher Bangs, Sarah Spoon, Greg Parker, and Shawn Varwig.

**ABSENT:** Mayor Brian Hodson and Jordan Tibbals

**OTHERS PRESENT:** Consultant Jennifer Marsicek of Scott/ Edwards

**STAFF PRESENT:** Scott Archer, City Administrator; Joseph Lindsay, City Attorney/Assistant City Administrator; Melissa Bisset, City Recorder/HR Manager; Eric Laitinen, Aquatics Program Manager, and Julie Blums, Finance Director.

**CALL TO ORDER:** Council President Hensley called the Work Session to order at 6:01 p.m.

**PRESENTATION OF POOL RENOVATION REPORT AND DISCUSSION  
REGARDING 5-YEAR SWIM LEVY RENEWAL:**

Eric Laitinen, Aquatics Program Manager, and Scott Archer, City Administrator, presented. The Swim Center had been operating on a 5 year local option levy at a rate of \$0.49 per \$1,000 for about 20 years. It had been renewed multiple times. The next renewal would be this November's general election. They proposed renewal at the same rate. The levy provided 75% of the pool's support. The facility was 51 years old and in a normal year provided lap swims, water exercise, recreation swims, lessons, Junior Swim Team, Gators Swim Team, and High School Swim Team. They usually operated 90+ hours per week. This year they were operating at about 72 hours per week due to Covid restrictions. The pool was renovated 30 years ago. In order to continue providing the services, they would need the local levy. They asked for Council direction on whether or not to proceed with the levy.

Councilor Parker said the Council had put this on the ballot in the past for the citizens to decide and it had always passed. He saw no reason not to proceed.

Councilor Spoon was in support, but would like to see staff work on a permanent solution since the land was owned by the School District. She asked if the family changing room could be a gender neutral changing room.

Councilor Bangs asked about building a new pool. Mr. Laitinen said it would depend on when the community was ready to support a new pool. They could do a lot more activities at the same time with a bigger facility.

Mr. Archer said he had started talking to the School District about the land arrangement. It was currently a year to year lease.

Councilor Varwig thought they should have a longer lease before the five year levy was passed. He asked if the pool would eventually become a part of the Park District if it was approved. Mr. Archer was not sure, but recommended continuing with this levy.

There was consensus for staff to move forward with placing the levy on the November ballot.

Jennifer Marsicek of Scott Edwards Architects, discussed remodeling options for the pool. She showed the existing floor plan and the concerns that staff had regarding accessibility, circulation, office space, and family/gender neutral changing rooms. She showed floor plans for the different options proposed.

Mr. Laitinen said the main items that they thought must be included were the additional unisex changing room, staff only restroom, improving access, and to update to modern standards.

There was discussion regarding the cost estimates, staff breakroom, remodel vs. new facility, lease agreement with the School District, making ownership of the land part of the Park Master Plan, building a second pool, cost of a new pool, and partnerships.

There was consensus for staff to proceed with the renovation with option 2B as the baseline but if they could afford it, option 3A was preferred. They also needed to address the longer term situation of the land lease.

The meeting was adjourned at 6:55 p.m.

**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
May 19, 2021**

**PRESIDING:** Council President Traci Hensley

**COUNCIL PRESENT:** Christopher Bangs, Sarah Spoon, Greg Parker, and Shawn Varwig.

**ABSENT:** Mayor Brian Hodson and Jordan Tibbals

**STAFF PRESENT:** Scott Archer, City Administrator; Joseph Lindsay, City Attorney/ Assistant City Administrator; Melissa Bisset, City Recorder/ HR Manager; Julie Blums, Finance Director; Jerry Nelzen, Interim Public Works Director; Todd Wood, Transit Director; and Heidi Muller, Transit Coordinator.

**CALL TO ORDER:** Council President Hensley called the Regular Meeting to order at 7:30 p.m.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** Barbara Vandepas, Canby resident, discussed the City Administrator's directive to not purchase or distribute Book Page. She had used this guide for years and it was valuable especially during the pandemic. People had the freedom to choose what to read. She discussed the suicide statistics of LGBTQ youth. She did not think a publication should be banned for one book out of hundreds. She thought Book Page should be reinstated.

**PRESENTATION:** Annual Report from the Heritage and Landmark Commission – Judi Jarosh, Heritage and Landmark Commission Chair, discussed the members of the Commission which was an effective mix of people with subject expertise and leadership who got things done. She explained the activities they did in 2020-2021 including design review and approval of the historic Holly Street City Hall, research and writing an application to add the Depot to the National Register, volunteered 148 hours in 2020 and planned to volunteer 230 hours in 2021, Zion Memorial Cemetery historic restoration projects, and grants in progress for Zion Cemetery and to survey historic properties and the Fairgrounds. The surveys were important because they helped identify significant buildings, structures, objects, sites, and districts, and focused limited resources on preservation. They planned to do a windshield survey where people drove by a list of 150 properties for verification. The results would be given to NW Vernacular who would then do a detailed survey with data and photos, reporting, and State database update, and a detailed research and survey would be done of the Fairgrounds. She shared the work that they conducted on Zion Memorial Cemetery. They repaired 45 markers, cleaned 85 markers, and 1,704 burial records were updated and a digitized list and map were created. The hidden value of HLC volunteerism was in kind hours, grant writing training, comradery, and a sense of belonging.

Councilor Spoon thanked the Commission for their work.

**PUBLIC HEARING:** Noise Variance Request from Wild Hare Saloon –

Council President Hensley opened the public hearing and read the hearing statement.

Mr. Archer presented the staff report. This was a request for a noise variance from the Wild Hare Saloon to play amplified music outdoors from 7 to 10 p.m. on Thursdays and 8 to 11 p.m. on Fridays and Saturdays in June, July, August, and September 2021. Previous noise variances had been granted for this business in the past. Staff recommended approval.

There was no public testimony.

Council President Hensley closed the public hearing.

**\*\*Councilor Varwig moved to approve the noise variance request for Wild Hare Saloon located at 1190 SW 1<sup>st</sup> Avenue. Motion was seconded by Councilor Spoon and passed 5-0.**

**CONSENT AGENDA:**

**\*\*Councilor Varwig moved to approve the consent agenda that included the minutes of the April 21, 2021 City Council Work Session and Regular Meeting. Motion was seconded by Councilor Spoon and passed 5-0.**

**RESOLUTION:** Resolution 1348 – Scott Archer, City Administrator, said this resolution related to an item that the Urban Renewal Agency approved regarding the refinancing of Urban Renewal debt. Because of the lower interest rate, it would save \$5.8 million.

Julie Blums, Finance Director, explained this was an Intergovernmental Agreement with the Urban Renewal Agency to refinance the debt. The City would obtain the debt on the City's own

full faith and credit and the Urban Renewal District would guarantee that they would pay the debt service on those loans.

**\*\*Councilor Varwig moved to adopt Resolution 1348, A RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF FULL FAITH AND CREDIT REFUNDING OBLIGATIONS, SERIES 2021 TO REFUND CERTAIN OUTSTANDING OBLIGATIONS OF THE CITY; DESIGNATING AN AUTHORIZED REPRESENTATIVE, UNDERWRITER, AND SPECIAL COUNSEL; AUTHORIZING APPOINTMENT OF A PAYING AGENT, REGISTRAR, ESCROW AGENT, MUNICIPAL ADVISOR AND VERIFICATION AGENT; AND AUTHORIZING EXECUTION AND DELIVERY OF A FINANCING AGREEMENT, ESCROW AGREEMENT, ESCROW DEPOSIT AGREEMENT AND PURCHASE AGREEMENT; AND RELATED MATTERS. Motion was seconded by Councilor Spoon and passed 5-0.**

#### **ORDINANCES:**

Ordinance 1554 – **\*\* Councilor Spoon moved to adopt Ordinance 1554, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH FIRST TRANSIT, INC. OF CINCINNATI, OHIO FOR PROVIDING TRANSIT OPERATIONS FOR CANBY AREA TRANSIT (CAT). Motion was seconded by Councilor Varwig and passed 5-0 by roll call vote.**

Ordinance 1555 – **\*\*Councilor Varwig moved to adopt Ordinance 1555, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN EMPLOYMENT CONTRACT BETWEEN THE CITY OF CANBY AND CHIEF JORGE TRO. Motion was seconded by Councilor Bangs and passed 5-0 by roll call vote.**

Ordinance 1552 – **\*\*Councilor Spoon moved to adopt Ordinance 1552, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO ENTER INTO A CONTRACT WITH HEARD FARMS FOR WASTEWATER SEWAGE SLUDGE REMOVAL; AND REPEALING ORDINANCE 1527. Motion was seconded by Councilor Varwig and passed 5-0 by roll call vote.**

Ordinance 1553 – Mr. Archer noted this was approval of two Intergovernmental Agreements which would permit the maintenance responsibilities and transfer the funds to the City. There would be future actions related to the actual transfer of ownership.

**\*\*Councilor Varwig moved to adopt Ordinance 1553, AN ORDINANCE APPROVING TWO INTERGOVERNMENTAL AGREEMENTS (IGAs) BETWEEN CLACKAMAS COUNTY AND THE CITY OF CANBY PERMITTING AUTHORITY AND MAINTENANCE RESPONSIBILITY FOR PORTIONS OF N LOCUST STREET, N MAPLE STREET, N REDWOOD STREET, AND S REDWOOD STREET BOTH IN AND OUT OF CITY LIMITS. Motion was seconded by Councilor Spoon and passed 5-0 by roll call vote.**

Ordinance 1556 – Joe Lindsay, City Attorney, stated this was approval of a four year contract with AFSCME. The current contract would expire on June 30, 2021. Some of the changes in the contract were a new cost of living index, adding Martin Luther King, Jr. Day as a holiday, more

vacation accrual, more selling back of comp time, longevity pay, gender neutral language, and creating a telework policy.

**\*\*Councilor Varwig moved to adopt Ordinance 1556, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A COLLECTIVE BARGAINING AGREEMENT (CBA) BETWEEN THE CITY OF CANBY, OREGON, AND LOCAL 350-6 AFSCME COUNCIL 75 AFL-CIO to come up for second reading on June 2, 2021. Motion was seconded by Councilor Spoon and passed 5-0 on first reading.**

Ordinance 1557 – Todd Wood, Transit Director, said he had applied for CARES Act funding for purchase of a new transit van. It would be used by Dial-A-Ride to transport people who had larger mobility devices to the hospital.

Councilor Varwig asked if the purchase price included everything for the van to be ready for service. Mr. Wood said yes, it would.

**\*\*Councilor Spoon moved to adopt Ordinance 1557, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO PURCHASE ONE TRANSIT VAN FOR CANBY AREA TRANSIT (CAT) FROM SCHETKY NW SALES OF PORTLAND, OREGON to come up for second reading on June 2, 2021. Motion was seconded by Councilor Varwig and passed 5-0 on first reading.**

**MAYOR'S BUSINESS:** None

**COUNCILOR COMMENTS & LIAISON REPORTS:** Councilor Bangs reported on the Library Board meeting where the Board's rules and procedures, resuming monthly in-person meetings, and filling vacancies were discussed. He thought the student members on City committees should be voting members. The School Board remained focused on the superintendent search, return to regular full time school in the fall, and the construction bond. There would be an in-person graduation on June 11 and fireworks would be part of the celebration. Elections were held yesterday for four School Board positions.

There was discussion regarding the School District getting a variance for the fireworks for graduation. Mr. Lindsay said staff would reach out to them about the issue.

Council President Hensley thanked Clint Coleman for his service as chair of the Traffic Safety Commission. Bob Cambra would be the new chair. They were still working on Grant Street between 2<sup>nd</sup> and 3<sup>rd</sup> as well as 10<sup>th</sup> and Birch. Regarding S Fir and 13<sup>th</sup>, they were going to be putting in a left turn lane at that location. She announced May was Mental Health Awareness Month.

**CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS:** Mr. Archer said the Council received staff's bi-monthly reports. HB 2003 would require the City to complete a Housing Needs Analysis by December 31, 2022. DLCD was offering assistance to cities to complete that process and staff planned to submit a request for interest that would allow them to apply for funding and consulting assistance.

**CITIZEN INPUT:** None

**ACTION REVIEW:**

1. Approved the Consent Agenda.
2. Approved the noise variance request for Wild Hare Saloon.
3. Adopted Resolution No. 1348.
4. Adopted Ordinance No. 1554.
5. Adopted Ordinance No. 1555.
6. Adopted Ordinance No. 1552.
7. Adopted Ordinance No. 1553.
8. Passed Ordinance No. 1556 to a Second Reading on June 2, 2021.
9. Passed Ordinance No. 1557 to a Second Reading on June 2, 2021.

**\*\*Councilor Varwig moved to go into Executive Session pursuant to ORS 192.660(2)(e) Real Property. Motion was seconded by Councilor Spoon and passed 5-0.**

Council President Hensley recessed the Regular Meeting at 9:02 p.m.

Council President Hensley reconvened the Regular Meeting at 9:47 p.m. and immediately adjourned.

Melissa Bisset  
City Recorder

Brian Hodson  
Mayor

Assisted with Preparation of Minutes - Susan Wood