

**JOINT WORK SESSION CANBY CITY COUNCIL, PARKS & RECREATION
ADVISORY BOARD, AND PARKS MASTER PLAN STEERING COMMITTEE
WORK SESSION MINUTES
June 1, 2022**

PRESIDING: Mayor Brian Hodson

COUNCIL PRESENT: Traci Hensley, Christopher Bangs, Shawn Varwig, Sarah Spoon, Greg Parker, and Art Marine.

STAFF PRESENT: Scott Archer, City Administrator; Joseph Lindsay, City Attorney/Assistant City Administrator; Maya Benham, Deputy City Recorder; Jerry Nelzen, Public Works Director; Ryan Potter, Senior Planner; Don Hardy, Planning Director; and Jeff Snyder, Parks Lead.

CALL TO ORDER: Mayor Hodson called the joint Work Session to order at 5:31 p.m. in the Council Chambers.

PRESENTATION OF DRAFT PARKS MASTER PLAN & SDC STUDY:

Ryan Potter, Senior Planner, gave an introduction to the project.

Jeff Milkes, consultant with BerryDunn, presented the draft Parks and Recreation Master Plan. He discussed the purpose of the project, steps in the process, community engagement, community population, park assessment, GRASP analysis and data, park and facility score, park comparisons, GRASP benchmarking, NRPA 2021 park metrics, GRASP walkable access and target, GRASP neighborhood and playground access, community needs and desires, recommendations, and time frame. He then reviewed the goals and objectives in the document as well as land dedication and System Development Charges methodology update.

There was discussion regarding whether the Logging Road Trail and Eco Park were considered in the study, using PSU's population growth data, potential sports complex, including school facilities in the calculations, need for siting criteria for all parks, identifying the need for ball fields, locations for sports fields, input from stakeholders, demographics and age distribution, need for a community center and sports tournaments, need for more trails as a priority, including the Traverso property in the plan, proofreading corrections, partnership with CPRD for funding, how the role of private recreation played in this, need for current data on household incomes, DEI compliance, outreach to the Hispanic population, summer programs by the School District, partnering with the Country Club, clarifying what the SDC fees could be used for and what would have to be financed through the General Fund, age breakdown of the surveys, proper use of SDCs, survey scoring, survey distribution, addressing parks outside the City limits, river access, when to accept and not accept a fee in lieu of park land donation, and implementing the plan.

Scott Archer, City Administrator, thanked everyone for their participation and engagement. He noted Canby was at a pivot point for what parks and recreation would look like in the City. There would be a community meeting on the plan next Wednesday. He asked if there should be another Work Session before the final plan was brought to Council for adoption.

There was consensus that after the community meeting, the revised plan would be reviewed by the Parks and Recreation Advisory Board and the Board would make a recommendation to the City Council.

The Work Session was adjourned at 7:33 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
June 1, 2022**

PRESIDING: Council President Traci Hensley

COUNCIL PRESENT: Traci Hensley, Christopher Bangs, Shawn Varwig, Sarah Spoon, Greg Parker, and Art Marine.

COUNCIL ABSENT: Mayor Hodson

STAFF PRESENT: Scott Archer, City Administrator; Joseph Lindsay, City Attorney/Assistant City Administrator; Maya Benham, Deputy City Recorder; Jerry Nelzen, Public Works Director; and Todd Wood, Transit Director.

CALL TO ORDER: Council President Hensley called the Regular Meeting to order at 7:45 p.m. in the Council Chambers followed by the opening ceremonies.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None

CONSENT AGENDA:

****Councilor Varwig moved to approve the minutes of the April 20, 2022 City Council Work Session and Regular Meeting. Motion was seconded by Councilor Spoon and passed 6-0.**

ORDINANCES:

Ordinance 1573 – ****Councilor Bangs moved to approve Ordinance 1573, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH CURRAN-McLEOD, INC. CONSULTING ENGINEERS FOR DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES FOR THE EXTENSION OF WALNUT STREET TO HIGHWAY 99E. Motion was seconded by Councilor Varwig and passed 6-0 by roll call vote.**

Ordinance No. 1574 – ****Councilor Bangs moved to approve Ordinance 1574, AN ORDINANCE AMENDING CANBY'S TITLE 16 OF THE CANBY MUNICIPAL CODE ADDING NEWLY CREATED CHAPTER 16.81 MIDDLE HOUSING MODEL ORDINANCE AND MODIFYING EXISTING CHAPTERS 16.04 DEFINITIONS, 16.58 LOT LINE ADJUSTMENT, 16.60 PARTITIONS, 16.68 SUBDIVISION AND FINAL**

PROCEDURES AND RECORDATION, AND 16.89 APPLICATION AND REVIEW PROCEDURES IN THE TITLE. Motion was seconded by Councilor Spoon and passed 6-0 by roll call vote.

Ordinance No. 1575 – Todd Wood, Transit Director, said as part of the 99E project, nine bus shelters would be installed and one standalone bench. The City would do the design and flatwork for four of them and ODOT would do the others. The location on Locust Street could not take a shelter due to right-of-way issues which was the reason for the bench. He explained what was included in the cost.

****Councilor Spoon moved to approve Ordinance 1575, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO PURCHASE NINE BUS SHELTERS WITH SOLAR LIGHTING AND BENCHES, ONE STANDALONE BENCH, AND ONE SOLAR LIGHT FROM BRASCO INTERNATIONAL OF MADISON HEIGHTS, MICHIGAN to come up for second reading on June 15, 2022. Motion was seconded by Councilor Varwig and passed 6-0 on first reading.**

Ordinance No. 1576 – Jerry Nelzen, Public Works Director, gave an overview of the project which included improvements on N Locust between 4th and 10th, NW 10th and Birch, N Maple Lane, and NE Territorial Road.

****Councilor Spoon moved to approve Ordinance 1576, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH M.L. HOUCK CONSTRUCTOIN IN THE AMOUNT OF \$1,893,228.65 FOR THE 2022 STREET AND UTILITY IMPROVEMENTS PROJECT to come up for second reading on June 15, 2022. Motion was seconded by Councilor Varwig and passed 6-0 on first reading.**

NEW BUSINESS: Discussion Regarding Possible Cancellation of July 6, 2022 City Council Meeting – Mr. Archer said there were no timely issues slated for the July 6 meeting.

There was consensus to cancel the July 6, 2022 City Council meeting.

There was discussion regarding Work Session items and holding an extra meeting in June to work on some of those items. Councilor Bangs asked to add a discussion on meeting start times to the next meeting's agenda.

MAYOR'S BUSINESS: None.

COUNCIL COMMENTS & LIAISON REPORTS:

Council President Hensley announced the partnership of the City and YMCA for activity programming. The Pickle Ball Court Ribbon Cutting would be on June 16 and Parks Master Plan community meeting would be held on June 8.

Councilor Bangs said graduation was this Friday. There would be a groundbreaking ceremony next week on the new science wing of the high school. The high school baseball team would be playing in the state championship game on Saturday.

Councilor Spoon said Bridging Cultures was this Saturday at Locust Street Park. She suggested adding Pickle Ball paddles to the Library of Things.

Councilor Parker said at the last Bridging Cultures there was a dance troupe who danced on the newly refinished sports court.

Councilor Varwig said the Allegro Dance Company performed in Idaho recently. The Northside Fire Station would open on July 2. There would be a fireworks show on July 4.

Councilor Marine previewed the Beer Library yesterday.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Mr. Archer said there were banners around town and a sculpture recognizing high school seniors. They were waiting for approval from the railroad and ODOT for the Quiet Zone project.

CITIZEN INPUT: None

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Ordinances 1573 and 1574.
3. Approved Ordinances 1575 and 1576 to a second reading on June 15, 2022.
4. Approved the cancellation of the July 6, 2022 City Council meeting.

The meeting was adjourned at 8:18 p.m.

Melissa Bisset
City Recorder

Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood