

**CANBY CITY COUNCIL  
SPECIAL CALLED MEETING MINUTES  
June 29, 2022**

**PRESIDING:** Mayor Brian Hodson

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

**ABSENT:** Art Marine.

**STAFF PRESENT:** Scott Archer, City Administrator; Joseph Lindsay, City Attorney/Assistant City Administrator; Maya Benham, Deputy City Recorder, Don Hardy, Planning Director, and Jamie Stickel, Economic Development Director.

**CALL TO ORDER:** Mayor Hodson called the Regular Meeting to order at 6:23 p.m. in the Council Chambers followed by the opening ceremonies.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** Chris Calkins wished Councilor Spoon a happy birthday.

**CONSENT AGENDA:** **\*\*Council President Hensley moved to approve the reappointments of Barry Johnson, Lisa Potter, Ryan Oliver, and Scott Sasse to the Parks and Recreation Advisory Board with terms ending June 30, 2025. Motion was seconded by Councilor Varwig and passed 5-0.**

**RESOLUTIONS & ORDINANCES:**

Resolution 1372 – Mayor Hodson said the Council had directed staff to bring this back for further discussion.

Travis Shultz, Canby resident, supported the extension of the open air program. He discussed the benefits of the program and need to support the outdoor space at FOB.

**\*\*Councilor Varwig moved to adopt Resolution 1372, A RESOLUTION TO EXTEND THE OPEN AIR CANBY PROGRAM UNTIL DECEMBER 31, 2022 OR UNTIL AN ORDINANCE REPEALS THE RESOLUTION. Motion was seconded by Councilor Spoon.**

There was discussion regarding reasons for the program and timeline for the permanent program.

**\*\*Councilor Bangs moved to amend the motion from December 31, 2022 to January 31, 2023. Motion was seconded by Councilor Varwig.**

Steve Puga, Canby resident and owner of FOB, thought it would be 6-9 months before his sidewalk café project could go through the process. He suggested extending it through March to give him time to transition from the open air program to the sidewalk café program.

**\*\*Councilor Varwig moved to amend the motion from January 31, 2023 to March 31, 2023. Motion was seconded by Councilor Bangs.**

Councilor Parker thought due staff workload and the time it took to go through the process, it would take longer than that.

Don Hardy, Planning Director, suggested extending it through April.

**\*\*Councilor Bangs moved to amend the motion from March 31, 2023 to May 1, 2023. Motion was seconded by Councilor Varwig.**

**Motion to extend the Open Air Program to May 1, 2023 passed 5-0.**

Resolution 1373 – Joe Lindsay, City Attorney, explained this would change the language in the ordinance to allow the Parks and Recreation Advisory Board to meet in any City-owned location.

Councilor Spoon wanted to add a requirement that all City committee meetings were recorded.

**\*\*Councilor Spoon moved to adopt Resolution 1373, A RESOLUTION ASSIGNING VARIOUS CITY OWNED LOCATIONS FOR PARKS AND RECREATION ADVISORY BOARD MEETINGS. Motion was seconded by Councilor Varwig and passed 5-0.**

Ordinance 1577 – Scott Archer, City Administrator, addressed the questions Council raised at the first reading of this ordinance. They related to the valuation of the School District's use of the pool for swim lessons and swim team and the cost per year for the lease as well as the cost to remediate the site if the agreement was terminated. The School District was not interested in removing the clause for remediation of the site.

There was discussion regarding concern about improving the pool when it was not on City owned property, inequity of the lease agreement, and renegotiating the agreement to be a year to year lease and buying land and building a community center.

Greg Perez, Canby resident, was concerned about collecting the swim center levy and how the current building was too old to renovate or the lease could be terminated at any time. He suggested a short term lease instead.

**\*\*Council President Hensley moved to approve Ordinance 1577, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO AMEND THE GROUND LEASE BETWEEN THE CANBY SCHOOL DISTRICT NO. 86 AND THE CITY OF CANBY TO EXTEND THE TERM AND CREATE A RIGHT OF FIRST REFUSAL. Motion was seconded by Councilor Varwig.**

Council President Hensley thought they should approve the longer lease as it would take at least ten years before they could build a new facility.

Councilor Bangs thought an annual lease gave them more flexibility to pursue a new facility.

Councilor Varwig said while they were working on a new facility they could update the current building for those who were using it.

There was discussion regarding money in the budget for improvements, whether or not to put the money into the current building, setting up a meeting with the School Board to discuss the issues, and desire for a better facility.

Councilor Varwig wanted to continue to support swimmers in the community and thought they should continue having conversations.

**Motion failed 0-5 by roll call vote with all Councilors opposed.**

Ordinance 1578 – Mr. Lindsay discussed the pricing and selection criteria for this contractor.

**\*\*Councilor Spoon moved to approve Ordinance 1578, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH TRUPP FOR A CLASSIFICATION, COMPENSATION, AND PAY EQUITY STUDY. Motion was seconded by Council President Hensley and passed 5-0 by roll call vote.**

Ordinance 1579 – Mr. Lindsay clarified the emergency clause was due to a discount.

**\*\*Council President Hensley moved to approve Ordinance 1579, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXPEND PAYMENT TO CITYCOUNTY INSURANCE SERVICES (CIS) IN AN AMOUNT NOT TO EXCEED \$450,000 FOR LIABILITY INSURANCE COVERAGE FOR FISCAL YEAR 2022-2023; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Spoon and passed 5-0 by roll call vote.**

Ordinance 1580 – Mr. Lindsay explained who was included in the Workers Comp coverage and that the emergency clause was due to a discount.

**\*\*Council President Hensley moved to approve Ordinance 1580, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXPEND PAYMENT TO SAIF CORPORATION IN THE AMOUNT OF \$85,703.62 FOR WORKERS COMP COVERAGE FOR FISCAL YEAR 2022-2023; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Varwig and passed 5-0 by roll call vote.**

## **NEW BUSINESS:**

Consideration of a new Parklet Program – Jaime Stickel, Economic Development Director, said the Council had been asked to consider creating a temporary parklet program. She gave a background on the request from Siren Song and discussed Oregon City's program and recommendations for a program in Canby.

There was discussion regarding permission from adjacent business owners, contacting property owners, appeal process, two separate processes for temporary parklets and permanent outdoor seating program, use of right-of-way encroachment permits for the temporary parklets, Oregon

City's program, concerns regarding parking and how many parking spaces could be used per block, definition of temporary, establishing a fee for the permit, making the permit revocable for events, and how the temporary parklets would be an administrative program.

Matt Morrissey, owner of Siren Song, said he intended to help in the process and make the parklet an asset to the community. He thought they needed to address the potential for a neighboring business to withhold their approval due to an ulterior motive or ill intention.

There was consensus for staff to create a temporary parklet program as proposed and to create a permanent outdoor seating program by May 1, 2023.

**ACTION REVIEW:**

1. Approved the Consent Agenda.
2. Approved Resolutions 1372 and 1373.
3. Adopted Ordinances 1578, 1579, and 1580.

The meeting was adjourned at 8:28 p.m.

Melissa Bisset  
City Recorder

Brian Hodson  
Mayor

Assisted with Preparation of Minutes - Susan Wood