

**CANBY CITY COUNCIL
WORK SESSION MINUTES
September 6, 2023**

PRESIDING: Brian Hodson

COUNCIL PRESENT: Traci Hensley, James Davis, Christopher Bangs, and Daniel Stearns.

COUNCIL ABSENT: Herman Maldonado and Jason Padden.

STAFF PRESENT: Eileen Stein, Interim City Administrator; Maya Benham, City Recorder; CJ Lason, Deputy City Recorder; Todd Wood, Transit and Fleet Director; and Heidi Muller, Transit Coordinator.

CALL TO ORDER: Mayor Hodson called the Work Session to order at 6:32 p.m. in the Council Chambers.

CANBY AREA TRANSIT UPDATE: Todd Wood, Transit and Fleet Director, and Heidi Muller, Transit Coordinator, gave a presentation on the status of CAT, including history of the service, CAT staff, First Transit staff, the fleet, buildings, services, 99X, Dial-A-Ride, Canby Loop, ridership, future plans for services, funding, new technology, new website, new office, bus shelters 99E project, and new logo.

There was discussion regarding the payroll tax rate, connecting to the light rail station, fares, and wrapping vehicles with the new logo.

ADJOURN: Mayor Hodson adjourned the meeting at 7:10 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
July 19, 2023**

PRESIDING: Brian Hodson

COUNCIL PRESENT: Traci Hensley, James Davis, Jason Padden (attended virtually), Christopher Bangs, and Daniel Stearns.

COUNCIL ABSENT: Herman Maldonado.

STAFF PRESENT: Eileen Stein, Interim City Administrator; David Doughman, City Attorney; Maya Benham, City Recorder; CJ Lason, Deputy City Recorder; Jamie Stickel, Economic Development Director; Jerry Nelzen, Public Works Director; and Don Hardy, Planning Director.

There was discussion about what the vehicle would be capable of doing, why it was a new instead of used vehicle, and when it would be delivered.

****Councilor Bangs moved to approve Ordinance 1610, AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO ENTER INTO A PURCHASE AGREEMENT WITH LANDMARK FORD IN THE AMOUNT OF \$160,317.03 TO PURCHASE A NEW SERVICE TRUCK to come up for a second reading on September 20, 2023. Motion was seconded by Councilor Davis and passed 5-0 on first reading.**

Ordinance 1611 – Don Hardy, Planning Director, shared a brief overview of the request to adopt the Economic Opportunity Analysis as part of the City's Comprehensive Plan. He explained the DLCD Economic Opportunities Analysis grant, Economic Opportunities analysis, advisory group, employment growth scenarios, overall land needs, economic development objectives, Planning Commission recommendations, community development vision statement, Comprehensive Plan text amendment criteria, and community engagement. Staff recommended approval. He noted an error in the date of the Planning Commission's approval, which should have been August 14, 2023.

There was discussion regarding including parks in the Housing Needs Analysis and funding when the Urban Renewal District closed and what the City would take on.

David Doughman, City Attorney, said the EOA did not depend on having another Urban Renewal District established. It was something the Council could do in the future. Adopting the EOA did not require Council to do that.

Councilor Bangs suggested the Council direct the Planning Commission to look into the number of employees per acre requirement. There was consensus to move forward with the suggestion.

Councilor Stearns asked for and received clarification on how this fit into the overall City Plan for the next few decades regarding the disposition of farmland, and the possible conversion of it for industrial/commercial purposes.

Councilor Padden explained the state requirements for buildable lands, and the steps needed for the City to meet the requirements.

****Councilor Bangs moved to approve Ordinance 1611, AN ORDINANCE ADOPTING THE ECONOMIC OPPORTUNITY ANALYSIS AS PART OF THE CITY COMPREHENSIVE PLAN to come up for a second reading on September 20, 2023, as amended. Motion was seconded by Council President Hensley and passed 4-1 on first reading with Councilor Davis opposed.**

Councilor Stearns proposed better outreach to remind people not to rake their leaves into the street, perhaps a City booth at a local event.

Councilor Padden suggested an in-depth forensic audit be performed of the City's finances when the City hired a new Finance Director.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS:

Eileen Stein, Interim City Administrator, said a forensic audit was more involved than a regular audit. The audit process was being completed and the audit would be presented at the Budget Committee mid-year meeting. They were putting together a CIP list and balancing out what was spent through the General Fund and what the ARPA allocations were. She then gave updates on the Legacy Park fitness equipment, Maple Street Park field turf and lighting, and Auburn Farms park features. She shared information regarding personnel matters that had been brought to conclusion and the RFP for custodial services that just closed.

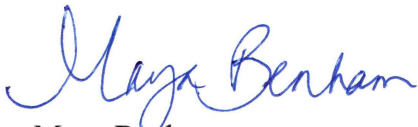
CITIZEN INPUT:

There was none.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Approved Resolution 1394.
3. Adopted Ordinance 1609.
4. Approved Ordinances 1610 and 1611 as amended to second readings on September 20, 2023.

The meeting was adjourned at 9:12 p.m.



Maya Benham
City Recorder



Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood