

**CANBY CITY COUNCIL
WORK SESSION MINUTES
March 20, 2024**

PRESIDING: Traci Hensley/Brian Hodson.

COUNCIL PRESENT: James Davis, Jason Padden, Scott Sasse, and Daniel Stearns.

COUNCIL ABSENT: Herman Maldonado.

STAFF PRESENT: Eileen Stein, City Administrator; Maya Benham, Administrative Director/City Recorder; Jamie Stickel, Economic Development Director/Communications Specialist; Don Hardy, Planning Director; Jerry Nelzen, Public Works Director, Jorge Tro, Police Chief; Ryan Potter, Planning Manager; and Heidi Muller, Transit Coordinator.

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

SPORTS COMPLEX UPDATE: Patrick Sampson, Cogeo, discussed the proposed partnership structure between Cogeo and the City and answered questions that had been previously raised by Council.

Mayor Hodson arrived at 6:06 p.m.

There was discussion regarding why Cogeo had decided to bring the project to Canby, sports complex layout, who would own the facility and who could use it, longevity of the Oregon Youth Soccer organization, risks and benefits to the City, comparison to Medford, profitability, community subsidizing the facility, timeframe for the project, cost calculations, facility uses to meet the community's needs, role of the City in this scenario, and next steps.

Councilor Maldonado arrived at 6:56 p.m.

Mayor Hodson adjourned the Work Session at 7:00 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
March 20, 2024**

PRESIDING: Brian Hodson.

COUNCIL PRESENT: James Davis, Jason Padden, Traci Hensley, Scott Sasse, Herman Maldonado, and Daniel Stearns.

STAFF PRESENT: Eileen Stein, City Administrator; Maya Benham, Administrative Director/City Recorder; Todd Wood, Transit, Fleet, & IT Director; Heidi Muller, Transit Coordinator; Jerry Nelzen, Public Works Director, Jamie Stickel, Economic Development Director/

Communications Specialist; Don Hardy, Planning Director; Jorge Tro, Police Chief; and Ryan Potter, Planning Manager.

CALL TO ORDER: Mayor Hodson called the meeting to order at 7:15 p.m.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS:

Council President Hensley read a letter from Carol Palmer, Canby resident, regarding compliance of the proposed sports complex with Oregon Revised Statutes regarding historical artifacts and approval for demolition.

Pat Schauer, Canby resident, spoke about National Vietnam War Veterans Day on March 29.

Irene Breshears, Canby resident representing VFW Auxiliary, invited everyone to a luncheon at 11 a.m. at Burgerville on March 29.

Celeste Graves, Canby resident, spoke about Transgender Day on March 31 and thanked trans people for their contributions to the community.

Kristi Smith, Canby resident, read a proclamation for International Transgender Day of Visibility on March 31.

Stephanie Boyce, Canby resident, spoke about marginalized individuals being harassed at the high school. She asked for a proclamation to recognize the group, Turning Point USA.

Rachel Plyler, Canby resident, spoke about the Don't Mess With Our Kids organization and how they supported the Mayor's decision to deny a requested proclamation for Transgender Day.

Audrey Barnett, Canby resident, spoke about what the acknowledgement of Transgender Day would mean and how she also supported the Mayor's decision.

Shawn Varwig, Canby resident, expressed gratitude to the Mayor for his dedicated leadership, service to the community, and commitment to making Canby the best it can be.

CONSENT AGENDA: **Council President Hensley moved to approve the minutes of the March 6, 2024, City Council Regular Meeting. Motion was seconded by Councilor Maldonado and passed 6-0.

ORDINANCES & RESOLUTIONS: Ordinance 1618 – Jerry Nelzen, Public Works Director, answered Council's questions regarding the cost breakdown of the project and lifespan of the LED lighting.

There was discussion regarding spending money on projects that would benefit a smaller group of residents vs. projects that would benefit more residents, setting aside reserves for turf replacement, how these amenities would benefit all residents, lighting schedule, and adding scoreboards.

Barry Johnson, Parks and Recreation Advisory Board Chair, said this was the initial quote and was subject to change. He expected the cost to be lower. They saw what the community needed and tried to accommodate everyone. They were not focusing on just one group and had a number of other projects that would be done in the future.

****Council President Hensley moved to adopt Ordinance 1618, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH FIELD TURF USA INC, IN THE AMOUNT OF \$1,441,540.50 FOR TURFING AND LIGHTING MAPLE STREET PARK INFIELDS. Motion was seconded by Councilor Davis and passed 6-0 by roll call vote.**

Ordinance 1619 – Todd Wood, Transit, Fleet, & IT Director, gave a background on the agreement with Robert Half and how staff turnover led to going over the original \$50,000 amount in the agreement. Everything over that amount had to be approved by ordinance. The \$315,000 was not what was spent this year, but the total amount of the contract. He explained where the funds came from to pay for it.

****Councilor Davis moved to approve Ordinance 1619, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH ROBERT HALF OF LOS ANGELES, CA TO PROVIDE TEMPORARY IT STAFFING NOT TO EXCEED \$315,000 AND DECLARING AN EMERGENCY to come up for second reading on April 3, 2024. Motion seconded by Councilor Padden and passed 6-0 on first reading.**

Resolution 1400 – ****Council President Hensley moved to approve Resolution 1400, A RESOLUTION ADOPTING THE UPDATED CITY COUNCIL GOALS. Motion seconded by Councilor Padden and passed 6-0.**

OLD BUSINESS: City Attorney Recruitment – Councilor Padden asked for an update on the cost of the current contractor to date.

NEW BUSINESS: Discussion regarding Council Policies and Operating Guidelines – Councilor Padden suggested the City Attorney go through the policies and identify the areas that needed to be taken out or modified for legal purposes, then have a Work Session for Council to discuss what should be added or changed, and create a subcommittee to work on the wording. Another Work Session would be held to go over the changes before adoption. He and Councilor Sasse could be on the subcommittee.

There was discussion regarding working with staff first before the City Attorney and making sure the rules promoted the City's goals.

There was consensus for Councilors Padden and Sasse to work with staff on possible changes to the policies.

MAYOR'S BUSINESS: None.

COUNCILOR COMMENTS & LIAISON REPORTS:

Councilor Sasse reported on the Library Board meeting. The library was awarded a grant for a paid teen intern for the summer.

Councilor Stearns reported on the Bicycle and Pedestrian Committee meeting and concern about orphan sidewalks. He asked about police patrol for the Traverso property.

Jorge Tro, Police Chief, said the police did patrol the area and were the first ones to respond to calls.

Councilor Davis reported on the Park and Recreation Advisory Committee meeting and parks projects that were discussed. He passed out a sheet on the current boundaries of CAPRD.

Council President Hensley reported on the Traffic Safety Commission meeting and citizen concerns that were discussed. She thanked Bob Cambra for his service as Chair.

Mayor Hodson suggested the Traffic Safety and Bicycle and Pedestrian Committee hold a joint meeting to discuss common concerns.

Councilor Padden gave an update on Canby Utility Board and Planning Commission meetings. On April 9 there would be a public hearing on the water rate increase and on April 17 there would be a joint Work Session on the Housing Needs Analysis. He had met with staff about the Street Maintenance Fee to reinstate the task force. He asked if another Councilor wanted to be on the task force along with him.

Council President Hensley and Councilor Stearns volunteered.

There was consensus to move forward with the Street Maintenance Fee Task Force as discussed.

CITY ADMINISTRATOR'S BUSINESS: Ms. Stein said they needed Bicycle and Pedestrian Committee, Budget Committee, Urban Renewal Budget Committee, Heritage and Landmark Commission, and Transit Advisory Committee members. She explained proposed customer service changes at City Hall. The library currently had an intern and had received a grant for an additional intern. The Community Park restrooms had been completed.

Jamie Stickel, Economic Development Director, discussed the new banners downtown.

There was discussion regarding banners on 99E and a banner sponsor program.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS: Chief Tro announced Canby had been named the second safest city in Oregon.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Ordinance 1618.
3. Approved Ordinance 1619 to a second reading on April 3, 2024.

4. Approved Resolution 1400.
5. Consensus for Councilors Padden and Sasse to work with staff on the Council policies.
6. Consensus to move forward with the Street Maintenance Fee task force with Councilors Padden, Hensley, and Stearns.

Mayor Hodson adjourned the Regular Meeting at 9:09 p.m.

Maya Benham
City Recorder

Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood