

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
December 18, 2024**

PRESIDING: Council President Traci Hensley

COUNCIL PRESENT: Scott Sasse, Daniel Stearns, James Davis, Jason Padden, and Herman Maldonado (attended virtually).

COUNCIL ABSENT: Brian Hodson.

STAFF PRESENT: Eileen Stein, City Administrator; Teresa Ridgley, Deputy City Recorder; Emily Guimont, City Attorney; Don Hardy, Planning Director; Emma Porricolo, Associate Planner, and Todd Wood, Fleet/Transit/IT Director (attended virtually).

CALL TO ORDER: Council President Hensley called the meeting to order at 7:02 p.m.

NEW EMPLOYEE INTRODUCTIONS: Eileen Stein, City Administrator, introduced Jennifer Patterson, Canby School District Superintendent.

Ms. Patterson gave her reasons for taking on the new role as Superintendent.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS: None.

CONSENT AGENDA: **Councilor Davis moved to approve the December 4, 2024, Regular Meeting minutes. Motion was seconded by Councilor Padden and passed 6-0.

PUBLIC HEARING: Annexation 24-01 & Zone Change 24-01 - 1733 N. Holly Street – Council President Hensley opened the public hearing and read the hearing statement.

CONFLICT OF INTEREST:

Councilor Padden – Attended the estate sale and discussed the intentions for the house with members of the family. However, he had no conflict, and planned to participate.

Councilor Davis - No conflict, plan to participate.

Councilor Stearns - No conflict, plan to participate.

Councilor Sasse - No conflict, plan to participate.

Councilor Maldonado - No conflict, plan to participate.

Council President Hensley - No conflict, plan to participate.

EX PARTE CONTACT:

Councilor Padden - None.

Councilor Davis - None.

Councilor Stearns - None.

Councilor Sasse - None.

Councilor Maldonado - None.

Council President Hensley – None.

STAFF REPORT: Emma Porricolo, Associate Planner, presented the staff report. This was a request for annexation of 3.39 acres and .44 acres of right-of-way and a zone change from County RRFF-5 to City R-1 on N Holly Street. She explained the subject property, Urban Growth Boundary, Comprehensive Plan Map designations, applications, applicable standards, N Holly Development Concept Plan, street spacing concerns and changing the connection stub from the south to the west, and staff's recommendation for approval.

The Council asked questions about the proposed density, timing of development, street spacing standards, benefits to changing the connection stub especially with the likelihood of the property to the west coming into the Urban Growth Boundary, required street improvements, and disappointment in demolishing the existing house and its architecture.

Marie Holladay and Darko Simic from AKS Engineering were representing the applicant. They discussed the project team, project overview, annexation overview, annexation criteria, Comprehensive Plan designation, zoning, N Holly Development Concept Plan, Housing Needs Analysis, benefits to the community, Transportation Planning Rule analysis, and City's preferred transportation concept. The Planning Commission unanimously recommended approval of the applications.

There was no other public testimony.

Council President Hensley closed the public hearing.

Ordinance 1638 – **Councilor Padden moved to approve Ordinance 1638, AN ORDINANCE PROCLAIMING ANNEXATION INTO THE CITY OF CANBY, OREGON, 3.39 ACRES OF REAL PROPERTY DESCRIBED AS TAX LOT 01900 SITUATED SOUTHWEST 1/4 of SECTION 28, T.3S., R.1E., W.M. (TAX MAP 3 1E 28C); AND APPROXIMATELY 0.44 ACRES OF ADJACENT NORTH HOLLY STREET RIGHT-OF-WAY; AND AMENDING THE EXISTING COUNTY ZONING FROM RURAL RESIDENTIAL FARM/FOREST 5 ACRE (RRFF5) TO CITY LOW DENSITY RESIDENTIAL (R-1) FOR THE ENTIRE AREA; AND SETTING THE BOUNDARIES OF THE PROPERTY TO BE INCLUDED WITHIN THE CANBY CITY LIMITS to a second reading on January 8, 2025. Motion was seconded by Councilor Davis and passed 6-0 on first reading.****

ELECTION PROCLAMATION: Council President Hensley read the proclamation declaring the Clackamas County, Oregon, election results from the General Election held on November 5, 2024.

ORDINANCES AND RESOLUTIONS:

Ordinance 1637 – Emily Guimont, City Attorney, presented the final ordinance and funding agreement in which paragraph 3.c was highlighted indicating the funds must be expended within one year. There was no specific timeline for the move to the new building.

Councilor Stearns thought they should add a contingency in the contract that if they did not move out of the existing building before a building system failed, that the money would be used for the repairs/renovations instead.

****Councilor Davis moved to approve Ordinance 1637, AN ORDINANCE APPROVING TRANSFER OF FUNDS FROM THE CITY OF CANBY'S GENERAL FUND, UNALLOCATED REQUIREMENTS, TO THE CANBY ADULT CENTER WITH THE ADDITION OF OPTION B OF THE LETTER. Motion was seconded by Councilor Padden and passed 5-1 by roll call vote with Councilor Stearns opposed.**

OLD BUSINESS: Transit Office Building Update – Todd Wood, Fleet/Transit/IT Director, said the City was short \$7 million to \$7.5 million and they were not eligible for any federal transit funds to build the new transit building due to criteria not met when the building was initially purchased. At the time of purchase, the previous Transit Director thought they would be able to build the building with the funds they already had saved, however this was not the case due to increasing building costs. He had not been able to get any state grants because of limited funds. He discussed other options, such as breaking the project into multiple pieces, selling the property and purchasing a different property following the FTA guidelines, or going out for a bond or loan.

There was discussion regarding the possibility of selling the property to another entity and purchasing it back following the FTA criteria. There was consensus to schedule a future discussion to determine the best action for moving forward.

NEW BUSINESS: None.

MAYOR'S BUSINESS: None.

COUNCILOR COMMENTS & LIAISON REPORTS:

Council President Hensley attended Chief Davis's retirement ceremony. The Traffic Safety Commission discussed speeding on NE 10th, Facebook group, and parking in the bike lanes on SW 13th and SW Grant. She thanked staff for the Light the Night event.

Councilor Padden attended Light the Night, the latest Planning Commission meeting where the OLCC building was approved, and Chief Davis's retirement. The Willamette Falls and Landings Heritage Area Coalition would soon be moving into the historic West Linn City Hall. There was a request for Canby Utility to work with the City on replacing the water main on 10th Avenue.

Councilor Davis thanked Councilor Sasse for his time on the Council and thanked everyone who attended his retirement ceremony. He reported on the Parks and Recreation Board meeting where Mark's Place design, Rotary putting sealed bookcases in parks, and reducing speed on the Logging Road Trail were discussed.

Councilor Stearns thanked the Council and staff for working with him during his first year on Council. He thanked Councilor Davis for his work at the Fire Department. He suggested doing clean up in areas of the city and attracting higher paying jobs.

Councilor Maldonado attended Light the Night. He congratulated the Baker Prairie Band for a successful recital last night.

Councilor Sasse reported on the Heritage and Landmarks Commission meeting where grants for projects, adding the historic City Hall to the National Register, and updating the website were

discussed. There were still two vacancies on the committee. He also reported on the Library Board meeting where grants, moving and updating collections, Teen Open House, and Community Reads planning were discussed. The Civic Engagement Academy was full. He thanked everyone for their support while he was on Council.

CITY ADMINISTRATOR'S BUSINESS: Ms. Stein shared the League of Oregon Cities was doing a survey of water and wastewater needs and the City wrote a letter of support for Canby Utility's water project. The first meeting of the Civic Engagement Academy would be January 9. It would run from January to June on the second Thursday of every month. She and the Mayor had met with Representative Drazen about the upcoming legislative session and upcoming projects. Staff had met with Councilor-elect Waterman to begin the orientation process.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Approved Ordinance 1638 to a second reading on January 8, 2025.
3. Adopted Ordinance 1637.

The meeting was adjourned at 8:46 p.m.



Maya Benham, CMC
City Recorder



Brian Hodson
Mayor

Assisted with Preparation of Minutes – Susan Wood