



AGENDA
CANBY CITY COUNCIL
EXECUTIVE SESSION – 6:00 PM
WORK SESSION– 7:00 PM
EXECUTIVE SESSION – 7:30 PM

December 15, 2021

Virtual Meeting/ Council Chambers - 222 NE 2nd Avenue, 1st Floor

Register here to attend the meetings virtually:

https://us06web.zoom.us/webinar/register/WN_31Pk2mgCQPen8gN02XVWew

The meetings can be viewed on CTV Channel 5 and YouTube:

<https://www.youtube.com/channel/UCn8dRr3QzZYXoPUEF4OTP-A>

Mayor Brian Hodson

Councilor Christopher Bangs
Councilor David Bajorin
Council President Traci Hensley

Councilor Sarah Spoon
Councilor Greg Parker
Councilor Shawn Varwig

EXECUTIVE SESSION – 6:00 PM

EXECUTIVE SESSIONS ARE CLOSED TO THE PUBLIC. Representatives of the news media and designated staff may attend Executive Sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the Executive Session, except to state the general subject of the session as previously announced. No Executive Session may be held for the purpose of taking final action or making any final decision.

- 1. CALL TO ORDER**
 - 2. EXECUTIVE SESSION:** ORS 192.660(2)(i) Performance Evaluation of Public Officer
 - 3. ADJOURN**
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WORK SESSION MEETING – 7:00 PM

- 1. CALL TO ORDER**

2. DISCUSSION ITEMS

- a. American Recovery Plan Act (ARPA) funds
- b. Housing and Economic Opportunity Analysis Advisory Committees – Council Representatives
- c. City Council Goal Setting Retreat
- d. City Council Meeting and Work Session future items list

3. ADJOURN

EXECUTIVE SESSION – 7:30 PM

(will begin after the Work Session but not before 7:30 PM)

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1. CALL TO ORDER

2. **EXECUTIVE SESSION:** ORS 192.660 (2) (h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

3. ADJOURN

*The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Melissa Bisset at 503.266.0733. A copy of this Agenda can be found on the City's web page at www.canbyoregon.gov. **City Council and Planning Commission Meetings are typically broadcast live and can be viewed on CTV Channel 5.** For a schedule of the playback times, please call 503.263.6287.

****We are requesting that rather than attending in person you view the meeting on CTV Channel 5 or on YouTube:**

<https://www.youtube.com/channel/UCn8dRr3QzZYXoPUEF4OTP-A>

If you do not have access virtually, there are a small number of chairs provided inside to allow for distancing.



City of Canby

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City Council Staff Report

DATE: December 15, 2021
TO: Honorable Mayor Hodson and City Council
FROM: Scott Archer, City Administrator
ITEM: Work Session Items

Summary

At the December 15, 2021 staff will present information for four discussion items:

1. American Recovery Plan Act (ARPA) Funds
2. Housing and Economic Opportunity Analysis Advisory Committees – Council Representatives
3. City Council Goal Setting Retreat
4. City Council Meeting and Work Session Future Items List

Background

American Recovery Plan Act (ARPA)

The American Rescue Plan Act (ARPA) of 2021 (H.R. 1319) was signed into law on March 11, 2021. This \$1.9 trillion federal bill was passed to support recovery efforts in response to the ongoing COVID-19 pandemic. Of this total funding package, \$362 billion was provided to help states, territories, counties, cities and tribal governments cover increased expenditures, replenish lost revenue, and to mitigate economic impacts from the COVID-19 pandemic.

All Cities receive direct funding allocations through this legislation. Canby's total allocation is estimated to be \$3.98 million. Canby's first of two installments of \$1.99 million was received in August 2021. The second installment of \$1.99 million is expected to arrive no earlier than May 2022. Two key timelines/deadlines for use of these funds:

December 2024 – All funds must be obligated (allocated/committed).

December 2026 – All funding and projects concluded must be spent.

Staff will provide a summary on the U.S. Treasury's Interim Final Rules on the ARPA funding, and will seek Council feedback for use of the City of Canby's funding allocation.

Housing and Economic Opportunity Analysis Advisory Committees – Council Representatives

The City of Canby Planning Department secured a \$100,000 grant from the State of Oregon Department of Land Conservation and Development (DLCD) for a Housing Inventory Assessment. Similarly, the City secured a \$50,000 grant from DLCD for an Economic Opportunity Analysis. We will be procuring the services of consultants to assist us with these important planning processes. Staff is requesting two Council representatives – one for each committee - to participate in two advisory committees related to the (1) Housing Needs Assessment/Housing Production Strategy and (2) the Economic Opportunity Analysis. Both of these processes are anticipated to begin in January. Following is a brief summary about each of the two committees:

Housing Advisory Committee:

12 month duration

Up to 7 advisory committee meetings

Advising on housing, type, affordability, and urban growth expansion to accommodate 20 –year of forecasted growth.

Economic Advisory Committee:

14 month duration

Up to 3 advisory committee meetings

Advising on need for employment lands, type of employment and urban growth expansion to accommodate employment needs over next 20-years.

City Council Goal Setting Retreat

Information and options will be for consideration of holding a facilitated goal setting retreat in early 2022.

City Council Meetings and Work Sessions - Future Agendas List

Based on prior Mayor and Council discussion and direction, and staff recommendations, there are a number of items being tracked for future Council Meetings and Work Sessions. The list of these items follow. Staff requests Council discussion and direction on additions or deletions to the list, and prioritization of scheduling items.

Items in Process/Follow-up

- Industrial Park to 99E Connector (Walnut Street Extension) – final design
- Food Carts
- Street Maintenance Fee
- Parks Maintenance Fee (Current Parks Master Plan will provide direction)

- Urban Renewal Agency (URA) items:
 - Follow-up on projects and debt pay-off
 - Joint URA meeting with Jr. Taxing Districts (Canby Fire Dist., Canby School Dist., other)
- Dog Park - final design, location, cost/budget, etc.
- ODOT Tolling Update
- Swim Center Renovation – final design and cost
- New Transit Center – final location, design and funding

Not Started/New Items

- Joint session with Planning Commission Regarding Traffic Study (DKS consultants)
- Planning Fees and Cost Recovery
- Strategic Investment Zone & Breakdown of Residential vs. Commercial Property
- System Development Charges (SDC's) – SDC 101
- Economic Development Policies and Retail Market Analysis
- Replacement of bathrooms at Community Park
- Personnel Policies Update
- Finance Policies Update
- CAPRD (Current Parks Master Plan may provide direction/recommendations)