



Amended 02-10-2022

**AGENDA
CANBY CITY COUNCIL
REGULAR MEETING – 7:30 PM
EXECUTIVE SESSION – 7:45 PM**

February 16, 2022

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

Register here to attend the meetings virtually:
https://us06web.zoom.us/webinar/register/WN__8vio9gFQ-22L9Fbht4K6Q

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

REGULAR MEETING – 7:30 PM

1. CALL TO ORDER

2. PROCLAMATION – IWO JIMA REMEMBRANCE DAY

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- 3. CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** This is an opportunity for audience members to address the City Council on items not on the agenda. Each person will be given 3 minutes to speak. Staff and the City Council will make every effort to respond to questions raised during citizens input before the meeting ends or as quickly as possible thereafter. *****If you would like to speak please email or call the Deputy City Recorder by 5:00 pm on February 16, 2022 with your name, the topic you'd like to speak on and contact information: benhamm@canbyoregon.gov or call 503-266-0720. Once your information is received, you will be sent instructions to speak. Please note that Council will be attending this meeting virtually.**

- 4. CONSENT AGENDA:** This section allows the City Council to consider routine items that require no discussion and can be approved in one comprehensive motion. An item may be discussed if it is pulled from the consent agenda to New Business.
- a. Approval of the Minutes of the December 15, 2021 City Council Work Session.
 - b. Annual Liquor License Renewals.
 - c. New Winery 1st Location OLCC Liquor License for Archetyp, LLC, located at 181 N. Grant Street.

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- d. Appointment of Eric Van Zandt to the Traffic Safety Commission for a term expiring June 30, 2022.

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5. ORDINANCE

- a. Consider **Ordinance No. 1568**: An Ordinance Authorizing the City Administrator to Execute a Contract with Arbor Pro Tree Expert, in the Amount of \$67,500.00 and declaring an emergency. *(Second Reading)*

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6. MAYOR'S BUSINESS

7. COUNCILOR COMMENTS & LIAISON REPORTS

8. CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS

9. CITIZEN INPUT

10. ACTION REVIEW

11. ADJOURN

EXECUTIVE SESSION – 7:45 PM
(Will not begin before 7:45 PM)

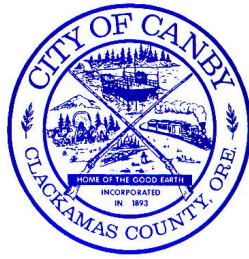
EXECUTIVE SESSIONS ARE CLOSED TO THE PUBLIC. Representatives of the news media and designated staff may attend Executive Sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the Executive Session, except to state the general subject of 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) (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

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



PROCLAMATION

Iwo Jima Remembrance Day

WHEREAS, on February 23, 1945, this country's Armed Forces were engaged in one of the most strategic and bloodiest battles of World War II – the battle for Iwo Jima; and

WHEREAS, the Canby–Aurora Veterans of Foreign Wars Post and Auxiliary 6057 of the United States have deemed it fitting to erect a flagpole at the Canby Adult Center in remembrance of those who took part in this great battle; and

WHEREAS, each year the members of the Canby–Aurora Veterans of Foreign Wars Post 6057, their Auxiliary, and their fellow veterans organizations and service organizations i.e. Lewis & Clark Young Marines, Civil Air Patrol, Boy Scouts, JROTC etc. have conducted a ceremony to rededicate this memorial and replace the flags on the flagpole; and

WHEREAS, the flagpole located at the Canby Adult Center is the only memorial in the City of Canby dedicated to our veterans who made such significant personal sacrifices during World War II in defense of this great nation.

NOW, THEREFORE, I, Brian Hodson, by virtue of the authority vested in me as the Mayor of the City of Canby, do hereby proclaim February 19, 2022 as

Iwo Jima Remembrance Day

I further call upon all members of this community to join in commemorating this great event and celebrate the 76th anniversary of the end of World War II.

Given unto my hand this 16th day of February, 2022 in the City of Canby, Oregon.

Brian Hodson
Mayor

**CANBY CITY COUNCIL
WORK SESSION
December 15, 2021**

PRESIDING: Mayor Brian Hodson

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

STAFF PRESENT: Scott Archer, City Administrator; Joseph Lindsay, City Attorney/Assistant City Administrator; Melissa Bisset, HR Director/City Recorder; Maya Benham, Deputy City Recorder.

CALL TO ORDER: Mayor Hodson called the Work Session to order at 7:49 p.m.

DISCUSSION ITEMS:

American Recovery Plan Act (ARPA) Funds – Scott Archer, City Administrator, gave a presentation on ARPA funds. He discussed eligible uses including public health, economic impacts, premium pay, revenue loss, and investment in infrastructure. He would be collecting staff recommendations for use of the funds and would bring the list to Council for consideration.

There was discussion regarding allocation of ARPA funds to Canby Fire, Canby Telecom, and Canby Utility, using funding for lead service lines, priority on replacing lost revenue and infrastructure, eligibility requirements for projects, inflation, moving as fast as possible on projects, hearing what the department directors had to say, priority on emergency management and water treatment, and what other cities were using the funds for.

Housing and Economic Opportunity Analysis Advisory Committees – Council Representatives – Mr. Archer said the City received grants to do these projects and each had an advisory committee. Staff asked for a Council liaison to the committees.

Councilor Spoon volunteered to serve on the Economic Advisory Committee and Council President Hensley volunteered for the Housing Advisory Committee.

City Council Goal Setting Retreat – Mayor Hodson asked if the Council wanted to schedule a retreat in 2022.

Mr. Archer said the facilitator was already booked on weekends in January and February. However, she could do weekdays or a weekend in March.

There was discussion regarding the importance of goal setting, holding a retreat sooner rather than later, weekend vs. weekday, and updating the consultant work that had already been done.

Staff would send potential dates for a retreat to Council.

City Council Meeting and Work Session Future Items List – Mayor Hodson discussed the items currently on the list.

There was discussion regarding adding Canby Area Transit bus shelters to the ODOT project on 99E, committee interview and appointment process, items to discuss at the goal setting rather than a Work Session, Community Park bathrooms to be discussed in January, and adding a review of the City's emergency management practices. There was further discussion regarding a committee chair meeting with a state agency for information gathering on the dog park. It was suggested that a staff member also attend this meeting.

Each Councilor then listed their priorities on the list.

There was consensus that the new items that had not been started should be discussed at the Council Retreat and the traffic study and Community Park bathrooms would be the highest priorities.

Mayor Hodson adjourned the meeting at 9:20 p.m.

****Councilor Varwig moved to go into Executive Session pursuant to ORS 192.660(2)(h) Litigation. Motion was seconded by Council President Hensley and passed 6-0.**

**REGULAR MEETING
December 15, 2021**

PRESIDING: Mayor Brian Hodson

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

STAFF PRESENT: Scott Archer, City Administrator; Joseph Lindsay, City Attorney/Assistant City Administrator; Melissa Bisset, HR Director/City Recorder; Maya Benham, Deputy City Recorder.

CALL TO ORDER: Mayor Hodson called the Regular Meeting to order at 9:33 p.m.

****Councilor Bangs moved to participate in the class action lawsuit against the opioid companies. The motion was seconded by Council President Hensley and passed 6-0.**

Mayor Hodson adjourned the meeting at 9:35 p.m.

Melissa Bisset
City Recorder

Brian Hodson
Mayor

Memo

To: Mayor Brian Hodson & Members of City Council
From: Jorge Tro, Chief of Police
CC: Melissa Bisset, City Recorder
Date: February 16, 2022
Re: Annual Liquor License Renewals

I have reviewed the OLCC list of businesses located within the City of Canby that are eligible for liquor license renewal. Please see the attached list of businesses that have been identified by OLCC.

I recommend the Canby City Council approve these requests for renewal to the Oregon Liquor Control Commission (OLCC).

District 2 Renewals

CANBY

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License No./ Premises No.		Tradename/Licensee/License Type	Premises Address & Phone	Premises Mailing Address
✓ Lic.	326755	7-ELEVEN STORE #2363-17845C	109 SE 1ST	PO BOX 219088
Prem.	2577	JOLENE BAIRD O - OFF-PREMISES SALES	CANBY, OR 97013 503-266-5111	DALLAS, TX 75221
✓ Lic.	325411	AMERICAN LEGION POST #122 CANBY	424 NW 1ST	PO BOX 121
Prem.	2135	AMERICAN LEGION #122 CANBY F-CLU - FULL ON-PREMISES SALES	CANBY, OR 97013 503-266-9235	CANBY, OR 97013
✓ Lic.	325453	BACKSTOP BAR & GRILL	211 N GRANT	
Prem.	38418	BACKSTOP INC F-COM - FULL ON-PREMISES SALES	CANBY, OR 97013 503-263-6606	
✓ Lic.	330690	BISCUITS CAFE	1477 SE 1ST AVE #101	
Prem.	60258	SHANNIKKI ENTERPRISES LLC F-COM - FULL ON-PREMISES SALES	CANBY, OR 97013 503-263-3287	
✓ Lic.	328911	BLACKJACK DELI & MORE	1110 SW 1ST AVE	
Prem.	38918	BLACKJACK DELI & MORE LLC L - LIMITED ON-PREMISES SALES	CANBY, OR 97013 503-651-9000	
✓ Lic.	327021	B'S BAKE SHOPPE	113 NW 2ND AVE	2719 A ST
Prem.	61681	ZITO GRUPPO LLC L - LIMITED ON-PREMISES SALES	CANBY, OR 97013 503-266-2004	HUBBARD, OR 97032
Lic.	328752	CANBY FOOD MARKET	293 SW 1ST AVE	4495 RIVER RD N
Prem.	57320	DS CANBY LLC O - OFF-PREMISES SALES	CANBY, OR 97013 971-273-3635	KEIZER, OR 97303
Lic.	330180	CANBY LIQUOR STORE	1433 SE 1ST AVE #104	
Prem.	57845	ANDY DOERN INC O - OFF-PREMISES SALES	CANBY, OR 97013 503-266-3562	
Lic.	325904	CUTSFORTH THRIFTWAY	225 NE 2ND	
Prem.	2572	GEF INC O - OFF-PREMISES SALES	CANBY, OR 97013 503-266-2016	
Lic.	325905	CUTSFORTH THRIFTWAY	225 NE 2ND	
Prem.	2572	GEF INC L - LIMITED ON-PREMISES SALES	CANBY, OR 97013 503-266-2016	
Lic.	339178	DEDE'S DELI	1477 SE 1ST AVE #112	92 CENTENNIAL LP
Prem.	63149	C.J. EATERIES LLC L - LIMITED ON-PREMISES SALES	CANBY, OR 97013	EUGENE, OR 97401
Lic.	329389	DENNY'S RESTAURANT	1369 SE 1ST AVE	
Prem.	36262	CANBY-DENN INC F-COM - FULL ON-PREMISES SALES	CANBY, OR 97013 503-263-3182	
Lic.	329761	EBNER CUSTOM MEATS	272 N GRANT ST	
Prem.	49077	EBNER PROPERTIES LLC O - OFF-PREMISES SALES	CANBY, OR 97013 503-266-5678	
Lic.	329766	EBNER CUSTOM MEATS	272 N GRANT ST	
Prem.	49077	EBNER PROPERTIES LLC L - LIMITED ON-PREMISES SALES	CANBY, OR 97013 503-266-5678	
Lic.	330175	EL KIOSKO DELI	925 SW 4TH AVE	277 S KNOTT ST
Prem.	62448	EL KIOSKO DELI LLC O - OFF-PREMISES SALES	CANBY, OR 97013 503-754-6374	CANBY, OR 97013

District 2 Renewals

CANBY
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License No./ Premises No.		Tradename/Licensee/License Type	Premises Address & Phone	Premises Mailing Address
Lic.	330176	EL KIOSKO DELI	925 SW 4TH AVE	277 S KNOTT ST
Prem.	62449	EL KIOSKO DELI LLC F-COM - FULL ON-PREMISES SALES	CANBY, OR 97013 503-592-9121	CANBY, OR 97013
Lic.	326157	FOB TAPROOM	1109 SW 1ST AVE STE D	317 SE 15TH PL
Prem.	54111	MAV BIER LLC O - OFF-PREMISES SALES	CANBY, OR 97013 503-263-2337	CANBY, OR 97013
Lic.	326162	FOB TAPROOM	1109 SW 1ST AVE STE D	317 SE 15TH PL
Prem.	54111	MAV BIER LLC L - LIMITED ON-PREMISES SALES	CANBY, OR 97013 503-263-2337	CANBY, OR 97013
Lic.	329740	FRED MEYER #651	1401 SE 1ST	PO BOX 305103
Prem.	28571	FRED MEYER STORES INC O - OFF-PREMISES SALES	CANBY, OR 97013 503-797-7134	NASHVILLE, TN 37230
Lic.	326528	FULTANO'S PIZZA	715 SE 1ST	
Prem.	13198	ROMINE PIZZA CO L - LIMITED ON-PREMISES SALES	CANBY, OR 97013 503-266-1444	
Lic.	327204	GOLD DRAGON	204 SW 2ND	
Prem.	27957	LAM P. PHAN F-COM - FULL ON-PREMISES SALES	CANBY, OR 97013 503-263-1877	
Lic.	330252	GUACAMOLE BOWL CUSINE	1011 SW 1ST AVE	
Prem.	25062	LOS DORADOS INC F-COM - FULL ON-PREMISES SALES	CANBY, OR 97013 503-449-7834	
Lic.	330807	GWYNN'S COFFEEHOUSE	190 NW 2ND AVE	
Prem.	57990	GWYNN'S COFFEEHOUSE LLC L - LIMITED ON-PREMISES SALES	CANBY, OR 97013 503-910-1744	
Lic.	325935	HWY 99 SOUTH CANBY QUIK MART	1120 SW 1ST	
Prem.	35523	HWY 99 SOUTH CANBY QUIK MART LLC O - OFF-PREMISES SALES	CANBY, OR 97013 503-266-9515	
Lic.	326684	JOY KITCHEN	314 NW 1ST AVE	
Prem.	47726	SHENG YING INC L - LIMITED ON-PREMISES SALES	CANBY, OR 97013 503-266-8898	
Lic.	340878	LA CONASUPER MEAT MARKET	733 SE 1ST ST	14154 SE STARK ST
Prem.	63364	PASTOR'S INVESTMENT INC O - OFF-PREMISES SALES	CANBY, OR 97013 503-730-6980	PORTLAND, OR 97233
Lic.	330930	LA MIXTECA MARKET	205 SE 1ST	PO BOX 251
Prem.	42541	RUFINO ZURITA O - OFF-PREMISES SALES	CANBY, OR 97013 503-266-6757	CANBY, OR 97013
Lic.	328402	LONE ELDER PIZZA	207 SW 1ST AVE #106	
Prem.	18856	LONE ELDER ENTERPRISES LLC L - LIMITED ON-PREMISES SALES	CANBY, OR 97013 503-266-1888	
Lic.	328033	LOS DOS AGAVES MEXICAN RESTAURANT	102 N IVY ST	
Prem.	57062	RAMIREZ & GONZALEZ LLC F-COM - FULL ON-PREMISES SALES	CANBY, OR 97013 503-266-1441	
Lic.	328376	MIKE'S PLACE	404 NW 1ST AVE	1385 NE 12TH AVE
Prem.	3604	CHRS INC F-COM - FULL ON-PREMISES SALES	CANBY, OR 97013 503-407-1240	CANBY, OR 97013

District 2 Renewals

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License No./ Premises No.		Tradename/Licensee/License Type	Premises Address & Phone	Premises Mailing Address
Lic.	328377	MIKE'S PLACE	404 NW 1ST AVE	1385 NE 12TH AVE
Prem.	3604	C H R S INC O - OFF-PREMISES SALES	CANBY, OR 97013 503-407-1240	CANBY, OR 97013
Lic.	327015	MOMIJI JAPANESE SUSHI BAR	1477 SE 1ST AVE #108 & 109	641 HICKORY ST #120
Prem.	58267	YTZC INC F-COM - FULL ON-PREMISES SALES	CANBY, OR 97013	ALBANY, OR 97321
Lic.	329409	NUEVO VALLARTA RESTAURANT	1385 SE 1ST AVE #104	
Prem.	36350	PUERTO VALLARTA RESTAURANTS INC F-COM - FULL ON-PREMISES SALES	CANBY, OR 97013 503-266-1782	
Lic.	329211	ODD MOE'S PIZZA	1017 SW 1ST AVE	
Prem.	57362	ALWAYS OPEN LLC O - OFF-PREMISES SALES	CANBY, OR 97013 503-263-8444	
Lic.	329493	PIZZA SCHMIZZA PUB AND GRILL	851 SW 1ST AVE #104	PO BOX 1166
Prem.	57102	MCROBBIE PIZZA INC F-COM - FULL ON-PREMISES SALES	CANBY, OR 97013 503-263-2300	CANBY, OR 97013
Lic.	326510	PUDDIN RIVER CHOCOLATES & WINE	1440 S IVY ST	
Prem.	57046	PUDDIN RIVER CHOCOLATES & CONF O - OFF-PREMISES SALES	CANBY, OR 97013	
Lic.	326517	PUDDIN RIVER CHOCOLATES & WINE	1440 S IVY ST	
Prem.	57047	PUDDIN RIVER CHOCOLATES & CONF L - LIMITED ON-PREMISES SALES	CANBY, OR 97013	
Lic.	327119	RITE AID #5325	891 SE 1ST AVE	PO BOX 3165
Prem.	45183	THRIFTY PAYLESS INC O - OFF-PREMISES SALES	CANBY, OR 97013 503-266-6381	HARRISBURG, PA 17105
Lic.	326040	ROUNDERS CANBY	224 NW 1ST AVE	
Prem.	43700	JTD ENTERPRISES LLC L - LIMITED ON-PREMISES SALES	CANBY, OR 97013 503-705-0588	
Lic.	328537	SAFEWAY STORE #2604	1055 SW 1ST AVE	PO BOX 29096 MS 6531
Prem.	36549	SAFEWAY INC O - OFF-PREMISES SALES	CANBY, OR 97013 503-266-5535	PHOENIX, AZ 85038
Lic.	335274	SIREN SONG	136 N GRANT ST STE B	4615 EXETER ST
Prem.	62790	WAYWARD HOSPITALITY LLC F-COM - FULL ON-PREMISES SALES	CANBY, OR 97013	WEST LINN, OR 97068
Lic.	326792	THAI CORNER CUISINE	1109 SW 1ST AVE SUITE A	
Prem.	48994	THAI CORNER CUISINE LLC L - LIMITED ON-PREMISES SALES	CANBY, OR 97013 503-263-2442	
Lic.	326791	THAI DISH	108 N IVY ST	
Prem.	37095	THAI DISH INC L - LIMITED ON-PREMISES SALES	CANBY, OR 97013 503-263-9898	
Lic.	328088	THE WILD HARE SALOON & CAFE	1190 SW FIRST	1109 SW 1ST AVE STE F
Prem.	21375	SIDEWINDER INC F-COM - FULL ON-PREMISES SALES	CANBY, OR 97013 503-651-4273	CANBY, OR 97013
Lic.	328143	TI-CANBY LLC	453 SE 1ST AVE	1700 VALLEY RIVER DR #300
Prem.	46053	TI-CANBY LLC O - OFF-PREMISES SALES	CANBY, OR 97013 541-968-4575	EUGENE, OR 97401

District 2 Renewals

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License No./ Premises No.		Tradename/Licensee/License Type	Premises Address & Phone	Premises Mailing Address
Lic.	326903	TNT MARKET	164 SE 1ST AVE	
Prem.	15427	WHK INC O - OFF-PREMISES SALES	CANBY, OR 97013 503-266-2020	
Lic.	326942	WALGREENS #10893	1080 SW 1ST AVE	PO BOX 901 MS 3215
Prem.	46515	WALGREEN CO O - OFF-PREMISES SALES	CANBY, OR 97013 503-263-1600	DEERFIELD, IL 60015
Lic.	331007	WALLY'S CHINESE KITCHEN	679 SE 1ST ST	1360 SE 9TH AVE
Prem.	56092	WALLY'S CHINESE KITCHEN INC L - LIMITED ON-PREMISES SALES	CANBY, OR 97013 503-266-2221	CANBY, OR 97013
Lic.	326974	WAYWARD SANDWICHES	117 NW 2ND AVE #120	4615 EXETER ST
Prem.	60349	WAYWARD HOSPITALITY LLC O - OFF-PREMISES SALES	CANBY, OR 97013 503-266-3100	WEST LINN, OR 97068
Lic.	326975	WAYWARD SANDWICHES	117 NW 2ND AVE #120	4615 EXETER ST
Prem.	60350	WAYWARD HOSPITALITY LLC L - LIMITED ON-PREMISES SALES	CANBY, OR 97013 503-266-3100	WEST LINN, OR 97068
Lic.	326991	WILLAMETTE VALLEY COUNTRY CLUB	900 COUNTRY CLUB PL	PO BOX 988
Prem.	2136	WILLAMETTE VALLEY COUNTRY CLUB O - OFF-PREMISES SALES	CANBY, OR 97013 503-266-4066	CANBY, OR 97013
Lic.	326992	WILLAMETTE VALLEY COUNTRY CLUB	900 COUNTRY CLUB PL	PO BOX 988
Prem.	2136	WILLAMETTE VALLEY COUNTRY CLUB F-CLU - FULL ON-PREMISES SALES	CANBY, OR 97013 503-266-4066	CANBY, OR 97013

Count for CANBY

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Memo

To: Mayor Brian Hodson & Members of City Council
From: Jorge Tro, Chief of Police
CC: Melissa Bisset, General Administration
Date: February 16, 2022
Re: Winery Liquor License Application
Archetyp, 181 N. Grant St.
Canby, Oregon 97013

I have reviewed the attached Winery Liquor License Application for Archetyp, located at 181 N. Grant St., Canby, Oregon 97013.

On February 8, 2022, I spoke to Michael Gottieb, Attorney for Archetyp over the phone. He explained to me the business is a virtual winery which will sell mainly to stores and restaurants with some limited retail sales. The location will mostly be a storage facility and will not have on premise consumption of wine. He conveyed that the owner will be trained on OLCC laws and regulations as it pertains to distributing wine in Oregon and is aware of the consequences for failure to comply with the rules as set forth by Oregon State Law.

It is my recommendation the Canby City Council approve this application to the Oregon Liquor Control Commission (OLCC).



PRINT FORM

RESET FORM

LIQUOR LICENSE APPLICATION

1. Application. **Do not include** any OLCC fees with your application packet (the license fee will be collected at a later time). Application is being made for:

License Applied For:	CITY AND COUNTY USE ONLY
<input type="checkbox"/> Brewery 1 st Location	Date application received and/or date stamp: <i>1/27/22 E \$100.00 cc</i>
Brewery Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	Name of City or County: _____
<input type="checkbox"/> Brewery-Public House (BPH) 1 st location	Recommends this license be: <input type="checkbox"/> Granted <input type="checkbox"/> Denied
BPH Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	By: _____
<input type="checkbox"/> Distillery	Date: _____
<input type="checkbox"/> Full On-Premises, Commercial	
<input type="checkbox"/> Full On-Premises, Caterer	
<input type="checkbox"/> Full On-Premises, Passenger Carrier	
<input type="checkbox"/> Full On-Premises, Other Public Location	
<input type="checkbox"/> Full On-Premises, For Profit Private Club	
<input type="checkbox"/> Full On-Premises, Nonprofit Private Club	
<input type="checkbox"/> Grower Sales Privilege (GSP) 1 st location	
GSP Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	OLCC USE ONLY
<input type="checkbox"/> Limited On-Premises	Date application received: <u>1-6-22</u>
<input type="checkbox"/> Off-Premises	Date application accepted: <u>1-6-22</u>
<input type="checkbox"/> Warehouse	
<input type="checkbox"/> Wholesale Malt Beverage & Wine	
<input checked="" type="checkbox"/> Winery 1 st Location	License Action(s): N/O
Winery Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/> (4 th) <input type="checkbox"/> (5 th) <input type="checkbox"/>	

2. Identify the applicant(s) applying for the license(s). **ENTITY (example: corporation or LLC) or INDIVIDUAL(S)**¹ applying for the license(s):

Archetyp, LLC

App #1: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #2: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #3: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #4: NAME OF ENTITY OR INDIVIDUAL APPLICANT

3. Trade Name of the Business (Name Customers Will See) Archetyp		
4. Business Address (Number and Street Address of the Location that will have the liquor license) 181 N. Grant Street		
City Canby	County Clackamas	Zip Code 97013

¹ Read the instructions on page 1 carefully. If an entity is applying for the license, list the name of the entity as an applicant. If an individual is applying as a sole proprietor (no entity), list the individual as an applicant.



OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

5. Trade Name of the Business (Name Customers Will See) Archetyp			
6. Does the business address currently have an OLCC liquor license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
7. Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
8. Mailing Address/PO Box, Number, Street, Rural Route (where the OLCC will send your license certificate, renewal application and other mailings as described in OAR 845-004-0065[1].) 181 N. Grant Street			
City Canby	State OR	Zip Code 97013	
9. Phone Number of the Business Location 503-804-9087		10. Email Contact for this Application and for the Business aric@archetyp.com	
11. Contact Person for this Application Michael Gottlieb		Phone Number 5 [REDACTED]	
Contact Person's Mailing Address (if different) [REDACTED]	City [REDACTED]	State OR	Zip Code [REDACTED]

Please note that liquor license applications are public records. A copy of the application will be posted on the OLCC website for a period of several weeks.

ATTESTATION: **READ CAREFULLY AND MAKE SURE YOU UNDERSTAND BEFORE SIGNING THIS FORM**

I understand that marijuana is **prohibited** on the licensed premises. This includes marijuana use, consumption, ingestion, inhalation, samples, give-away, sale, etc. I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application are true and complete.

I affirm that I have read [OAR 845-005-0311](#) and all individuals (sole proprietors) or entities with an ownership interest (other than waivable ownership interest per OAR 845-005-0311[6]) are listed as license applicants in #2 above. I understand that failure to list an individual or entity who has an unwaivable ownership interest in the business may result in denial of my license or the OLCC taking action against my license in the event that an undisclosed ownership interest is discovered after license issuance.

Applicant(s) Signature

- Each individual (sole proprietor) listed as an applicant must sign the application below.
- If an applicant is an entity, such as a corporation or LLC, at least one **INDIVIDUAL who is authorized to sign for the entity** must sign the application.
- An individual with the authority to sign on behalf of the applicant (such as the applicant's attorney or an individual with power of attorney) may sign the application. If an individual other than an applicant signs the application, please provide written proof of signature authority. Attorneys signing on behalf of applicants may list the state of bar licensure and bar number in lieu of written proof of authority from an applicant. **Applicants are still responsible for all information on this form.**

Aric Wood

Aric Wood

January 6, 2022

App. #1: (PRINT NAME)

App. #1: (SIGNATURE)

App. #1: Signature Date

Atty. Bar Information (if applicable)

App. #2: (PRINT NAME)

App. #2: (SIGNATURE)

App. #2: Signature Date

Atty. Bar Information (if applicable)

App. #3: (PRINT NAME)

App. #3: (SIGNATURE)

App. #3: Signature Date

Atty. Bar Information (if applicable)

App. #4: (PRINT NAME)

App. #4: (SIGNATURE)

App. #4: Signature Date

Atty. Bar Information (if applicable)



OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: Archetyp, LLC Phone: 503-804-9087

Trade Name (dba): Archetyp

Business Location Address: 181 N. Grant Street

City: Canby ZIP Code: 97013

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday	9 AM	to	5 PM
Monday	9 AM	to	5 PM
Tuesday	9 AM	to	5 PM
Wednesday	9 AM	to	5 PM
Thursday	9 AM	to	5 PM
Friday	9 AM	to	5 PM
Saturday	9 AM	to	5 PM

Outdoor Area Hours:

Sunday		to	
Monday		to	
Tuesday		to	
Wednesday		to	
Thursday		to	
Friday		to	
Saturday		to	

The outdoor area is used for:

☐ Food service Hours: _____ to _____
☐ Alcohol service Hours: _____ to _____
☐ Enclosed, how _____

The exterior area is adequately viewed and/or supervised by Service Permittees.

(Investigator's Initials)

Seasonal Variations: ☐ Yes ☒ No If yes, explain: _____

ENTERTAINMENT

Check all that apply:

- | | |
|--|---|
| <input type="checkbox"/> Live Music | <input type="checkbox"/> Karaoke |
| <input type="checkbox"/> Recorded Music | <input type="checkbox"/> Coin-operated Games |
| <input type="checkbox"/> DJ Music | <input type="checkbox"/> Video Lottery Machines |
| <input type="checkbox"/> Dancing | <input type="checkbox"/> Social Gaming |
| <input type="checkbox"/> Nude Entertainers | <input type="checkbox"/> Pool Tables |
| | <input type="checkbox"/> Other: _____ |

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday		to	
Monday		to	
Tuesday		to	
Wednesday		to	
Thursday		to	
Friday		to	
Saturday		to	

SEATING COUNT

Restaurant: _____ Outdoor: _____
Lounge: _____ Other (explain): _____
Banquet: _____ Total Seating: 0

OLCC USE ONLY

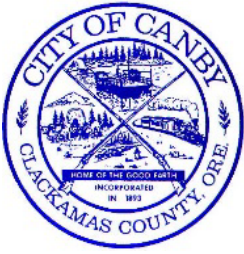
Investigator Verified Seating: ____ (Y) ____ (N)
Investigator Initials: N/A - RE
Date: _____

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: Aric Wood Date: January 6, 2022

1-800-452-OLCC (6522)
www.oregon.gov/olcc

(rev. 12/07)



City of Canby

PO Box 930
222 NE 2nd Ave
Canby, OR 97013

Phone: 503.266.4021
Fax: 503.266.7961
www.canbyoregon.gov

City Council Staff Report

DATE: February 16, 2022
TO: Honorable Mayor Hodson and City Council
THRU: Scott Archer, City Administrator
FROM: Melissa Bisset, HR Director/ City Recorder
ITEM: Traffic Safety Commission Appointment

Summary

Chris Wadsworth resigned from the [Traffic Safety Commission](#) creating a vacancy. The position was advertised, two applications were received and interviews were conducted.

Background

The Traffic Safety Commission was established through Resolution No. 567 and amended through [Resolution No. 846](#). The Traffic Safety Commission has several duties including acting in an advisory capacity to the City Council in the coordination of traffic safety activities. The Commission is made up of seven members who serve three year terms. Resolution No. 846 explains that members are to be appointed by the City Council upon recommendation of the Commission Chair and Council liaison.

Discussion

Chris Wadsworth resigned in January. Her term was set to expire on June 30, 2022. Two candidates applied for the vacancy and were invited to attend the Traffic Safety Commission meeting on February 9th. Council Liaison to the Traffic Safety Commission Traci Hensley and Chair Bob Cambra interviewed both candidates on February 8th and recommend appointing Eric Van Zandt to the Traffic Safety Commission.

Attachments

Eric Van Zandt application.

Fiscal Impact

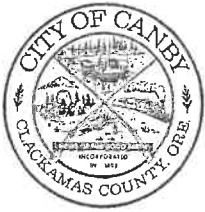
None.

Recommendation

The Council Liaison and Commission Chair recommend that Eric Van Zandt be appointed to the Traffic Safety Commission.

Proposed Motion

This item is under the consent agenda and one motion will be made to approve the consent agenda unless this item is moved off of the consent agenda for discussion.



**CITY OF CANBY
COMMITTEE, BOARD, &
COUNCIL APPOINTMENT APPLICATION**

Date: 09/16/2021 Position Applying For: Traffic Safety Comm.

Name: Eric Ronald Van Zandt Occupation: Medically Retired

Home Address: [REDACTED] Canby Or. 97013

Employer: None Position: _____

Daytime Phone: [REDACTED] Evening Phone: Same

E-Mail Address: [REDACTED]

What are your community interests (committees, organizations, special activities)?

Started 2nd grade here in Canby and Graduated in 1989 and continue to live here in Canby. Current member of Canby Rod & Gun Club. Was a volunteer firefighter for Canby Fire Dist. # 62.

What are your major interests or concerns in the City's programs?

Continued Canby growth while keeping it's: "small town charm." And accessibility to assist Canby's current traffic impact manageable while interacting with ever changing traffic problems created from I-5 and 205 and the upcoming 99E project.

Reason for your interest in this position:

Possible use my past experience in my EMS history to prevent or assist in current or future traffic interactions via traffic patterns and interactions with pedestrians and bicyclist while here in Canby

Experience and educational background:

EMT Intermediate	American Medical Response Clackamas & SSD	07/02 – 01/21
EMS Battalion Chief	South Sherman Fire and Rescue	09/18 - 06/19
Cashier / Gun Counter	Cabela's Tualatin Store	08/14 – 10/16
ED Tech	Legacy Health Systems at Meridian Park Hospital	01/08 – 01/09
Cardiac Monitor Tech	Legacy Health Systems at Emanuel Hospital	12/07 – 01/09
FF / EMT	Volunteer Firefighter Program Canby Fire Dist. 62	1994 – 2003
Security Supervisor	Oregon Arena Corp. Rose Quarter	05/95 – 04/01

List any other City or County positions on which you serve or have served: None

Referred by (if applicable): N/A

Please return to: City of Canby - Attn: City Recorder

PO Box 930, 222 NE 2nd Avenue, Canby, OR 97013

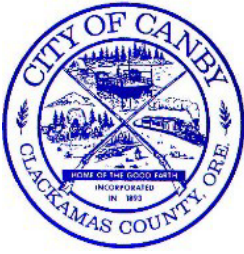
Phone: 503.266.0733 Fax: 503.266.7961 Email: bissetm@canbyoregon.gov

Note: Information on this form may be available to anyone upon a Public Records Request and may be viewable on the City's web page.

10/2019

Date Received: 9/16/2021 Date Appointed: _____ Term Expires: _____

Date Resigned: _____ Destruction Date: _____



City of Canby

PO Box 930
222 NE 2nd Ave
Canby, OR 97013

Phone: 503.266.4021
Fax: 503.266.7961
www.canbyoregon.gov

City Council Staff Report

DATE: February 16, 2022
TO: Honorable Mayor Hodson and City Council
THRU: Scott Archer, City Administrator
FROM: Jeff Snyder, Park Maintenance Lead
ITEM: Ice Storm Tree Removal Project

Summary

This staff report is to request Council approval of Ordinance No. 1568 to execute a contract with Arbor Pro Tree Experts in the amount of \$67,500.00 to remove 30 trees for the city of Canby.

Background

On February 13th 2021, the City of Canby experienced a destructive Ice Storm. It became evident that the scope of work was more than the city could manage. The City contacted FEMA, meetings were held and ground rules were established. An Arborist was contracted by the city to assess the damage. FEMA Arborists determined 30 of the 36 trees identified were eligible for removal. Two other, bids were request by the city to comply with our purchasing rules.

Discussion

The City of Canby would like to remove 4 trees from Legacy Park, 1 tree from the Swim Center, 12 trees from Wait Park, 4 trees from Community Park and 8 trees from the Canby Adult Center.

Attachments

Ordinance No. 1568, Arbor Pro Tree Experts proposal #5963.
Arbor Pro Tree Experts Proposal.

Fiscal Impact

FEMA has already committed 30 plus thousand towards the project. FEMA states if we obtain comparable quotes in excess of the 30 thousand they will honor the bid process and pay the balance.

Options

Option 1: Adopt Ordinance No. 1568 to remove storm damaged trees throughout the city
Option 2: Do not adopt Ordinance No. 1568 and not remove storm damaged tree. This option will not impact maintenance at the park.

Recommendation

Staff recommends the Council adopt Ordinance No. 1568 to utilize the FEMA monies to remove the storm damaged trees identified by the three Arborists.

Proposed Motion

"I move to adopt Ordinance No. 1568, An Ordinance Authorizing the City Administrator to Execute a Contract with Arbor Pro Tree Expert, in the Amount of \$ 67,500.00 and declaring an emergency."

ORDINANCE NO. 1568

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH ARBOR PRO TREE EXPERTS TO REMOVE 30 STORM DAMAGED TREES IN THE CITY OF CANBY; AND DECLARING AN EMERGENCY

WHEREAS, the City of Canby wishes to utilize FEMA funding sources to remove storm damaged trees;

WHEREAS, the City of Canby wishes to remove four (4) trees from Legacy Park, one (1) tree from the Swim Center, twelve (12) trees from Wait Park, four (4) trees from Community Park and eight (8) trees from the Canby Adult Center;

WHEREAS, the City of Canby is following purchasing rules in accordance with ORS Chapter 279 and Canby Public Purchasing Rules set forth in Resolution 1290;

WHEREAS, Arbor Pro Tree Experts was the apparent low bidder for the storm debris removal project in the amount of \$67,500.00 dollars proposal #5963; and

WHEREAS, the City Council meeting and acting as the Contract Review Board for the City of Canby has reviewed this bid, reviewed the staff report and believes it to be in the best interest of the City to contract with Arbor Pro Tree Expert for storm damaged tree removal.

NOW, THEREFORE, THE CITY OF CANBY ORDAINS AS FOLLOWS:

Section 1. The City Administrator is hereby authorized to make, execute and declare in the name of the City of Canby and on its behalf, an appropriate contract with Arbor Pro Tree Experts to remove 30 trees for the City of Canby for a total of \$67,500.00.

Section 2. Inasmuch as it is in the best interest safety and welfare of the citizens of Canby, Oregon, to complete this project as soon as possible, an emergency is hereby declared to exist and this ordinance shall therefore take effect immediately upon its enactment after final reading.

SUBMITTED to the Canby City Council and read the first time at a regular meeting thereof on Wednesday, February 2, 2022, and ordered posted in three (3) public and conspicuous places in the City of Canby as specified in the Canby City Charter and scheduled for second reading before the City Council for final reading and action at a regular meeting thereof on Wednesday, February 16, 2022, commencing at the hour of 7:30 PM in the Council Meeting Chambers located at 222 NE 2nd Avenue, 1st Floor, Canby, Oregon.

Melissa Bisset
City Recorder

On second and final reading by the Canby City Council at a regular meeting thereof on the 16th day of February, 2022 by the following vote:

YEAS _____

NAYS _____

Brian Hodson
Mayor

ATTEST:

Melissa Bisset, CMC
City Recorder



Arbor Pro Tree Experts
121 Foothills Road
Lake Oswego, OR 97034
503-473-TREE (8733)

Proposal #5963

Created: 12/10/2021

Date: 12/10/2021

From: Colin Bourgeois

Proposal For

Snyder, Jeff

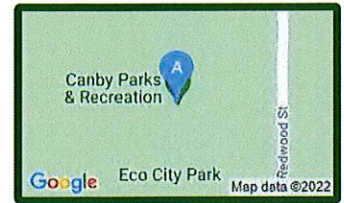
Jeff Snyder
1470 NE Territorial Rd
Canby, OR 97013

Location

1470 NE Territorial Rd
Canby, OR 97013

Customer Contact

main: 503-266-0732
mobile: 503-519-7355
snyderj@canbyoregon.gov



Terms

Due on receipt

1470 NE Territorial Rd 97013

ITEM DESCRIPTION

AMOUNT

A) Tree Removal

\$ 67,500.00

Take down 29 storm damaged trees per client provided scope of work and map, and as is described below, remove and dispose of debris and wood generated.

Grind stumps below grade ~10" and up to 3' radius around trunk, except where obstacles such as fences, pavement, rocks and underground utilities interfere. Leave grindings in place.

Tree location and species:

Legacy Park:

15" DBH Ash tree

3 Dawn Redwood trees 12", 10" and 13" DBH.

Swim Center:

20" Chestnut snag

Wait City Park:

2 Red Oaks (snag) 13", 18" DBH

Maple 26" DBH

Oak 39" DBH

Oak 44" DBH

Maple (snag) 37" DBH

Maple 26" DBH

Sweetgum 17" DBH

Oak (snag) 30" DBH

Maple (snag) 17" DBH

Community Park:

White Oak 25" DBH

Cottonwood 39" DBH

Maple 24" DBH

Cottonwood 48" DBH

Adult Center:



Arbor Pro Tree Experts

121 Foothills Road
Lake Oswego, OR 97034
503-473-TREE (8733)

Proposal #5963

Created: 12/10/2021

Date: 12/10/2021

From: Colin Bourgeois

Maple 24" DBH
Maple 18" DBH
Maple 15" DBH
Maple 19" DBH
Maple 19" DBH
Maple 20" DBH
Maple 18" DBH
Maple 23" DBH

All work will be completed in accordance with these plans and ANSI A 300 standards unless subsequent changes are agreed upon in writing. Balances not paid by the due date are subject to late fees. A 50% deposit required by work scheduled date.

SUBTOTAL	\$ 67,500.00
TOTAL	\$ 67,500.00

Signature

x

Date:

Please sign here to accept the terms and conditions

Assigned To

Office Assistant
Office: 503-473-8733
office@arborpronw.com

Sales Reps

Colin Bourgeois
colin@arborpronw.com



Terms and Conditions Workmanship

Additional Work-All work will be performed in a professional manner and all pruning will conform to ANSI A300 standards. Additional work, above and beyond what is written within this contract, will conform to ANSI A300 standards.

Insurance-ArborPro is insured for liability resulting from injury to persons or property, and Workers Compensation Insurance covers all its employees.

Permits-Permit costs are not included; customer is responsible for obtaining all necessary permits unless otherwise noted and charged. **Ownership-**The customer warrants that all trees, plant material, and property upon which work is to be performed are either owned by him/her or permission for the work has been obtained from the owner. ArborPro is to be held harmless from all claims for damages resulting from the customer's failure to obtain such permission.

ArborPro and its employees-are not responsible for property or structures we are not made aware of, have been added and or altered since estimate was performed. For example, for stump grinding to be performed, all utilities should be marked by the appropriate authorities, all garden décor, new sheds built etc. Plants, flowers under trees or near pathways may be impacted sure to limbs, logs, brush dragging etc. We will do our best to not damage other landscape under or near trees. ArborPro and its employees not liable for this damage. Failure to do so, releases Arbor Pro from possible damages incurred. ArborPro is not responsible for things like landscape wiring and irrigation lines underground. Trees being removed can be heavy and can potentially damage underground irrigation, ArborPro not liable.

Terms of Payment-On all agreements, a 50% non-refundable deposit may be assessed upon acceptance. On contracts \$10,000 or more a 20%-25% non-refundable deposit may be assessed rather than 50% if discussed with the company president prior to the contract acceptance. Balance due to ArborPro upon completion, unless otherwise noted. Payment is past due if not received by ArborPro and may be subject to a 10% late fee and interest at 1.5% per each month past due. In the event that it becomes necessary to enforce payment, client agrees to pay all collection costs incurred by ArborPro, including but not limited to attorney's fees and costs, regardless of whether or not legal action is filed with the courts.

Performance by ArborPro Tree Experts-While ArborPro will make efforts to notify the client, work crews may arrive at the job site unannounced unless otherwise noted herein. ArborPro shall attempt to meet all performance dates but shall not be liable for damages due to delays from inclement weather or others causes beyond our control.

Cancellation-Cancellation of this contract once accepted and scheduled requires written notice by mail or email within 72 hours of acceptance to address listed on the front side of this contract or to info@arborpronw.com. If work to be performed is scheduled before the 72 hours' notice is up, then that constitutes a waiver from your right to cancel; for example, an emergency job. If contract is not canceled accordingly, a \$75 or 10% cancellation fee (whichever is greater) is assessed and payable to ArborPro by the client, regardless if deposit has been received.

Emergency Jobs-Because of the dangers during emergency jobs, safety is always a first. While we will make every attempt to minimize damage, we cannot assume liability during emergency situations.





Service Charge-For refusals, reschedules, locked gates, dogs, or any other cancellation out of our control a \$75 charge may be applied (or 10% charge, whichever is greater).

Returned Check-Make checks payable to ArborPro, Inc. All dishonored checks or electronic payments will incur a \$75 administration fee, per ORS 30.701. Water Features-Water features (such as, but not limited to ponds, fountains, and pools) should be covered prior to the scheduled workday, this contract releases ArborPro from any liability resulting from uncovered water features. Sprinklers should be flagged or marked prior to date of service ArborPro not responsible for damaged sprinkler lines under stumps that are being ground and or sprinkler heads not marked prior to work being performed.

NOTE: Advanced annual pruning, pest control, fertilization, land and weed services are renewed annually until we are notified. Notification must be made via US mail.

Consumer Notification

Choose a licensed contractor, check if your contractor's licensed with the CCB at www.oregon.gov/ccb or 503-378-4621 using the contractor's license number or phone number. A license means the contractor has a surety bond and liability and property damage insurance. Licensing is not a guarantee of the contractor's work. Check the contractor's license category. Each category has different surety bond and liability insurance requirements for contractors.

Read your lien notice-The business you contract with is required by law to give you a document called 'Information Notice to Owner about Construction Liens' if the contract price is more than \$1000. You can also get a copy by contacting the CCB. Do not pay the full cost of the job in cash before work begins. Make changes to the original contract in writing, including any differences in cost and extension of completion dates.

Check out your contractor-Ask for and check references. Do not automatically accept the lowest bid. Get educated. Request a free brochure called '16 Ways to Avoid Repair, Remodeling and Construction Problems' Use the phone number or web address below.

Be smart during the project-Take your time and plan your project. Have a signed, written contract before the work is started or you pay any money. Only sign a contract when you understand all the terms.

Read your EPA pamphlet Federal Law requires contractor to distribute the pamphlet 'Protect Your Family from Lead in Your Home' to homeowners before beginning work on pre-1978 housing. You can also get a copy by calling 800-424-LEAD or visiting www.epa.gov/lead.

General Contractor-All structures (\$15,000 bond, \$500,000 insurance) General Contractor-Residential Only \$15,000 bond, \$500,000 insurance) Specialty Contractor-All structures (\$10,000 bond, \$500,000 insurance) Specialty Contractor— Residential Only (\$10,000 bond, \$300,000 insurance) Limited Contractor (\$5,000 bond, \$100,000 insurance) Inspector (\$10,000 bond, \$300,000 insurance) Licensed Developer-(\$15,000 bond, \$500,000 insurance)

If you have a complaint-You can file a claim against a licensed contractor within one year of the work being substantially completed. Keep good written records. Keep receipts, change orders, a phone conversation log, etc.

Contact the CCB: Phone: 503-378-4621 email: ccb.info@state.or.us

(Information in this brochure is not legal advice. For legal advice, consult with an attorney.)





Construction Contractors Board PO Box 14140, 700 Summer St NE Suite 300, Salem OR 97309-5052

phone: 503-378-4621 www.oregon.gov/ccb fax: 503-373-2007

Your contractor is supplying this notice to you to fulfill the requirements of ORS 701.055 enacted by the 2003 Oregon legislature.





Mark Bourgeois, President
(503) 473-8733
ISA Certified Arborist PN-1562-A
Certified Tree Risk Assessor



ArborPro
TREE EXPERTS

Colin Bourgeois, Vice President
(503) 473-8733
ISA Certified Arborist PN-8964-A
Certified Tree Risk Assessor

OCB#128102

Liability Policy# CPS7812044

Saif Policy #777945

Please only fill out if you have a removal on your proposal and ArborPro is submitting the permit!

Authorization to Apply for Tree Permit

I, _____ Title: _____
Property Owner or Designated Representative

give ArborPro, INC. or any of the company's representatives, authorization to request and sign for any necessary tree permits on our behalf.

Name: _____ Date: _____
Signature of Property Owner or
Designated Representative

Property Address

Contact email and telephone numbers

