

**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
January 20, 2016**

**PRESIDING:** Council President Tim Dale. Mayor Brian Hodson was absent.

**COUNCIL PRESENT:** Todd Rocha, Greg Parker, Traci Hensley, Tracie Heidt, and Clint Coleman.

**STAFF PRESENT:** Rick Robinson, City Administrator; Joseph Lindsay, City Attorney; Jamie Stickel, Main Street Manager; Irene Green, Library Director; and Kim Scheafer, City Recorder.

**OTHERS PRESENT:** Bob Cornelius, Fire Chief Jim Davis, and Irene Konev.

**CALL TO ORDER:** Council President Dale called the Regular Meeting to order at 7:32 p.m. in the Council Chambers followed by opening ceremonies.

**COMMUNICATIONS:** None.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** Irene Green, Library Director, said the Library would be having Dollar for Dollar campaign in February. For every dollar someone paid for a fine, a dollar would be waived.

**MAYOR'S BUSINESS:** Council President Dale said Mayor Hodson could not attend the meeting. The State of the City address would be held at the Chamber Lunch on February 2.

**COUNCILOR COMMENTS & LIAISON REPORTS:** Councilor Rocha said the Parks and Recreation Advisory Board met last night. They discussed CAPRD's ability to reduce their boundary to the rural reserve boundary. A survey would be done to get an idea on how citizens felt about parks.

Councilor Parker attended a historical lecture on the Willamette Falls in which 250 attended. He spoke about the loss of a former Canby High School Student and the support the community showed for the family.

Councilor Hensley said the SW Canby Neighborhood Association would be having a meeting at 7:00 p.m. tomorrow night at Hope Village. Two applications for façade improvements are expected to be received soon. She thanked the Traffic Safety Commission for their work. There was one opening on the Commission. She reported on the C4 meeting where the STIP funds and projects were discussed.

Councilor Heidt said the Library Directors in the County were walking on the RFID project. They would be calling for a lot of volunteers to put tags on library items. Canby Telcom updated the library to one gigabyte per second and donated six computers. She listed upcoming Library programs. There would be a free immunization clinic for children in February in Happy Valley for those that did not have insurance. Canby Adult Center said March was the national March for Meals Month. Friends of the Library was having their annual membership drive. Allegro Dance Studio was performing a Little Mermaid ballet this weekend. The Knights of Columbus were having a crab feed fundraiser on February 6 at the Fairgrounds.

Councilor Coleman said the Municipal Audit and Financial Oversight Committee would be meeting on January 26. He attended the last Planning Commission meeting where the Premier Gear Manufacturing application was approved. There was a proposed apartment complex in the planning stage near Territorial and the Canby Commons Apartments application was being developed. The Traffic Safety Commission would be meeting on February 1.

Council President Dale said Bob Cornelius' term on the Canby Utility Board would be ending at the end of February. Gary Potter would be the new Chair. Canby Utility had donated green power for the City's parks and Transit Center.

**CONSENT AGENDA: \*\*Councilor Parker moved to adopt the minutes of the January 6, 2016 City Council Regular Meeting and the reappointment of Gary Potter to the Canby Utility Board for a term to expire on February 28, 2019. Motion was seconded by Councilor Hensley and passed 6-0.**

**PUBLIC HEARING: Setting Fees For the Canby Independence Day Celebration and Canby's Big Weekend Street Dance** – Council President Dale read the public hearing format.

Jamie Stickel, Main Street Manager, said in 2014 Canby Main Street and other community members organized a street dance that was held during Canby's Big Weekend in August of 2015. It featured kid's activities, music, food, and beverages. During the 2015 event there were no fees charged for vendors to participate, however with the positive response there was a desire to grow the event into a self-sustaining event. The Independence Day Celebration became a City event last year and several committees were formed to organize the event. The vendor committee discussed the fee structure and recommended a discount for Canby businesses and the vendor fee for signing up one month before the event was reduced. She provided a handout listed events and fees in other cities.

Councilor Hensley was concerned about how high some of the food vendor fees were proposed.

Councilor Rocha said his company participated in an Oregon City event and those fees would be going up.

Rick Robinson, City Administrator, said it was a balance of setting the fees to reduce as much as possible what the City was subsidizing for the event and not discouraging vendors from participating.

Councilor President Dale asked if there were fees for downtown businesses putting goods on the sidewalk in front of their business.

Ms. Stickel said there would be no fee for that. They wanted to encourage downtown businesses to put out displays to bring in customers during the event. The food vendors would be in charge of selling water at each cart. There was no fee for the parade if the participant was not campaigning or was not a business. The parade fee had been reduced to \$25. For Canby's Big Weekend, the Beer Garden vendor application was either \$250 or 15% of total sales, whichever was greater. The Beer Garden for the Independence Day celebration was 10% of total sales because it was new this year and they could grow it over time.

Kim Scheafer, City Recorder, said if the fees were adopted, they would be added to the master fee schedule.

Council President Dale opened the public hearing at 8:12 p.m.

Public Testimony: None.

Council President Dale closed the public hearing at 8:12 p.m.

Mr. Robinson clarified the fee for the wiener dog races was \$5.

**RESOLUTIONS & ORDINANCES:** Resolution 1232 – **\*\*Councilor Parker moved to adopt Resolution 1232, A RESOLUTION SETTING FEES FOR THE CANBY INDEPENDENCE DAY CELEBRATION AND CANBY'S BIG WEEKEND STREET DANCE. Motion was seconded by Councilor Rocha and passed 6-0.**

Ordinance 1432 – **\*\*Councilor Hensley moved to adopt Ordinance 1432, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO PURCHASE THREE (3) VEHICLES FOR CANBY AREA TRANSIT FROM CREATIVE BUS SALES OF CANBY, OREGON. Motion was seconded by Councilor Heidt and passed 6-0 by roll call vote.**

**NEW BUSINESS:** None.

**ADMINISTRATOR'S BUSINESS & STAFF REPORTS:** Mr. Robinson discussed the Dollar for Dollar library campaign. He then reported on the progress of the Library/Civic Building project. He thought the final project number would be \$6.91 million and it would be finished in time to meet the September 16, 2016, opening.

**CITIZEN INPUT:** None.

**ACTION REVIEW:**

1. Approved the Consent Agenda.
2. Adopted Resolution 1232.
3. Adopted Ordinance 1432.

There was no Executive Session.

Council President Dale adjourned the meeting at 8:22 p.m.



Kimberly Scheafer, MMC  
City Recorder



Tim Dale  
Council President

Assisted with Preparation of Minutes - Susan Wood