



AGENDA

CANBY CITY COUNCIL REGULAR MEETING

October 3, 2012

7:30 PM

Council Chambers

155 NW 2nd Avenue

Mayor Randy Carson

Council President Walt Daniels

Councilor Richard Ares

Councilor Tim Dale

Councilor Traci Hensley

Councilor Brian Hodson

Councilor Greg Parker

CITY COUNCIL REGULAR MEETING

1. **CALL TO ORDER - 6:30 PM – City Hall Conference Room** – The Council will immediately go into Executive Session with the Regular Session following at 7:30 PM in the Council Chambers.
2. **EXECUTIVE SESSION:** ORS 192.660(2)(e) Real Property
3. **OPENING CEREMONIES -7:30 PM - Council Chambers**
 - A. Pledge of Allegiance and Moment of Silence
 - B. Oregon Days of Culture Proclamation Pg. 1
 - C. National Manufacturing Day Proclamation Pg. 2
4. **COMMUNICATIONS**
5. **CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS**

(This is an opportunity for visitors to address the City Council on items not on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Each citizen will be given 3 minutes to give testimony. Citizens are first required to fill out a testimony/comment card prior to speaking and hand it to the City Recorder. These forms are available by the sign-in podium. Staff and the City Council will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter.)
6. **MAYOR'S BUSINESS**
7. **COUNCILOR COMMENTS & LIAISON REPORTS**
8. **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 Minutes of the September 10, 2012 City Council and Planning Commission Work Session
 - B. Approval of Minutes of the September 19, 2012 City Council Regular Meeting
 - C. New Outlet Liquor License for Di Mary's Authentic Mexican Food Pg. 3
 - D. Appointment to the Canby Public Library Board Pg. 5

9. RESOLUTIONS & ORDINANCES

- A. Res. 1144, Approving an IGA with Canby Urban Renewal Agency Regarding the Transfer of Tax Increment Revenues and Proceeds to the City for the Purpose of Paying Obligation Bond Financing

Pg. 7

10. NEW BUSINESS

11. CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS

12. CITIZEN INPUT

13. ACTION REVIEW

14. EXECUTIVE SESSION: ORS 192.660(2)(h) Pending Litigation

15. 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 Kim Scheafer, MMC, City Recorder at 503.266.4021 ext. 233. A copy of this Agenda can be found on the City's web page at www.ci.canby.or.us. City Council and Planning Commission Meetings are broadcast live and can be viewed on OCTS Channel 5. For a schedule of the playback times, please call 503.263.6287.



Office of the Mayor

Proclamation

Oregon Days of Culture

WHEREAS, Culture draws us together in common purpose, understanding and celebration; and

WHEREAS, Oregon's 1,300 arts, heritage and humanities nonprofits – museums, libraries, theaters, historical societies, arts centers and heritage sites – are the heart of our communities; and

WHEREAS, The Oregon Culture Trust presents Oregon Days of Culture, October 1 – 8, during National Arts and Humanities month, to encourage Oregonians to celebrate, participate, and give to Oregon culture; and

WHEREAS, October 8, 2012 marks the 10th anniversary of Oregon's innovative cultural tax credit, encouraging new public and private investment in Oregon culture; and

WHEREAS, The Oregon Cultural Trust is smart public policy, like vote-by-mail, the bottle and beach bills, that makes Oregon a proud thought-leader nationwide; and

WHEREAS, Supporting culture, by giving to cultural nonprofits and to the Oregon Cultural Trust, is vital to preserving the past, sustaining the present and creating the future.

NOW, Therefore, I, Randy Carson, by virtue of the authority vested in me as the Mayor of the City of Canby, do hereby proclaim October 1 – 8, 2012 to be

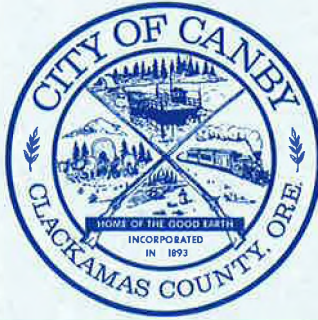
Oregon Days of Culture

in Canby, and call upon Oregonians, especially during that eight-day week, to participate in Oregon culture, to celebrate its vibrancy and depth, and to give to the arts, heritage and humanities to ensure their future vitality.

Given unto my hand this 3rd day of October 2012 in the City of Canby, Oregon.



Randy Carson
Mayor



Office of the Mayor

Proclamation

Manufacturing Day

WHEREAS, Manufacturing makes a very significant contribution to the national, state and local economy; and

WHEREAS, Our community is fortunate to be the home of many world-class manufacturing companies; and

WHEREAS, Those manufacturing companies add to the vitality and prosperity of our community; and

WHEREAS, The community wants to introduce as many people as possible to the important role played by manufacturing; and

WHEREAS, October 5th is dedicated to celebrating the great work and innovation of the men and women who contribute to Canby's strong manufacturing economy.

NOW THEREFORE, BE IT RESOLVED that I, Randy Carson, Mayor of the City of Canby, Oregon, do hereby proclaim October 5, 2012 as:

Manufacturing Day in Canby

and urge all citizens to join in recognizing the value of our manufacturers and the importance they serve in our community.

Given unto my hand this 3rd day of October 2012 in the City of Canby, Oregon.

Randy Carson
Mayor



Memo

To: Mayor Randy Carson & Members of City Council
From: Bret J. Smith, Chief of Police 
CC: Kim Scheafer, General Administration
Date: September 12, 2012
Re: Liquor License Application for Full On-Premises Sales / Di
Mary's Authentic Mexican Restaurant

I have reviewed the attached OLCC liquor license application for Full On-Premises Sales License for the new business Di Mary's Authentic Mexican Restaurant, located at 202 S. Locus Street, Canby, Oregon, 97013.

I have spoken with Maria de Jesus Diaz, the owner of the business and I was told she will be working closely with OLCC as it relates to the necessary training for her employees on pertinent laws involving alcohol sales and related violations and crimes when employee's fail to comply with the law. Additionally, I have spoke with Selene Anguiano, the daughter of Maria who will also be employed at the restaurant. Ms. Anguiano said she has taken and has passed the OLCC test and is familiar with the laws involving the sale of alcoholic beverages. Ms. Anguiano further said she and her mother will be the only two persons serving alcoholic beverages

I recommend the Canby City Council approve the request as written in the application.



OREGON LIQUOR CONTROL COMMISSION LIQUOR LICENSE APPLICATION

Pd. \$100
9.10.12 K.S.



Application is being made for:

LICENSE TYPES

- ☒ Full On-Premises Sales (\$402.60/yr)
☒ Commercial Establishment
☐ Caterer
☐ Passenger Carrier
☐ Other Public Location
☐ Private Club
☐ Limited On-Premises Sales (\$202.60/yr)
☐ Off-Premises Sales (\$100/yr)
☐ with Fuel Pumps
☐ Brewery Public House (\$252.60)
☐ Winery (\$250/yr)
☐ Other: _____

ACTIONS

- ☐ Change Ownership
☒ New Outlet
☐ Greater Privilege
☐ Additional Privilege
☐ Other _____

90-DAY AUTHORITY

Check here if you are applying for a change of ownership at a business that has a current liquor license, or if you are applying for an Off-Premises Sales license and are requesting a 90-Day Temporary Authority

APPLYING AS:

- ☐ Limited Partnership ☒ Corporation ☐ Limited Liability Company ☐ Individuals

CITY AND COUNTY USE ONLY

Date application received: 9.10.12

The City Council or County Commission:

City of Canby
(name of city or county)

recommends that this license be:

☐ Granted ☐ Denied

By: _____
(signature) (date)

Name: _____

Title: _____

OLCC USE ONLY

Application Rec'd by: CR

Date: 9-7-12

90-day authority: ☐ Yes ☐ No

1. Entity or Individuals applying for the license: [See SECTION 1 of the Guide]

① Di Mary's Inc ③ _____

② _____ ④ _____

2. Trade Name (dba): Di Mary's Authentic Mexican Food

3. Business Location: 851-B SW 1st Ave Canby (Clackamas) OR 97013
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: _____ st Canby OR 97013
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: 503-954-8337
(phone) (fax)

6. Is the business at this location currently licensed by OLCC? ☐ Yes ☒ No

7. If yes to whom: _____ Type of License: _____

8. Former Business Name: Uruapan Restaurante

9. Will you have a manager? ☒ Yes ☐ No Name: Maria de Jesus Diaz
(manager must fill out an Individual History form)

10. What is the local governing body where your business is located? Clackamas county
(name of city or county)

11. Contact person for this application: Maria de Jesus Diaz 503-954-8337
(name) (phone number(s))
_____, Canby OR 97013
(address) (fax number) (e-mail address)

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

Applicant(s) Signature(s) and Date:

① [Signature] Date 8/29/12 ③ _____ Date _____

② _____ Date _____ ④ _____ Date _____

**CITY OF CANBY
APPLICATION
BOARD/COMMITTEES/COMMISSIONS/COUNCIL**

Instructions: By using either your tab key or arrow keys, navigate to each field and type in your information. When complete, save the document to your computer and either mail, fax or email to the addresses listed below.

Date: September 14, 2012

Name: Heather Steach

Occupation: currently not employed

Home Address:

Employer: n/a

Position: n/a

Daytime Phone:

Evening Phone:

E-Mail Address: ?

For which position are you applying? Canby Library Board

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

Experience and educational background: please see attached resume

Reason for your interest in this position: As a rather new resident of Canby, I am seeking opportunities for increased civiv involvement.

List any other City or County positions on which you serve or have served: Board of Directors Richland Community School,

Information on any special membership requirements: n/a

Referred by (if applicable): Penny Hummel

Feel free to attach a copy of your resume and use additional sheets if necessary

THANK YOU FOR YOUR WILLINGNESS TO SERVE CANBY

Please return to: **City of Canby**
Attn: City Recorder
182 N Holly Street
PO Box 930
Canby, OR 97013

Phone: 503.266.4021 Fax: 503.266.7961 Email: scheaferk@ci.canby.or.us

Note: Please be advised that this information may be made available to anyone upon a public records request and may be viewable on the City's web site.

12-4-07

RECEIVED

SEP 18 2012

CITY OF CANBY

Heather Steach

Phone:

Objective

Position on the Canby Library Board

Pertinent Experience

Costume Designer

1997 - present

Design and construct costumes for theatrical productions, mascots, and consignment pieces.

Book Group Leader

1992 - 2011

Developed and published monthly study guides including discussion questions, background information, analysis and reviews; facilitated book selection and monthly meetings for both adult and student groups.

English Instructor

As needed, 2001 - 2011

Columbia Basic Community College and Richland Community School. Developed curriculum and instructed English classes – remedial through 200 level.

Business Plan and Grant Writer

1995 - 2000

Worked with local small businesses and non-profits to develop short and long-term business plans and grant proposals.

Education Director

1994 – 2003, and as needed

Academy of Children's Theater. Founding member. Developed theater curriculum and courses of study, instructed classes and supervised teachers. Published educational study guides to accompany each show. Published monthly newsletter.

Education

Washington State University

1987

Bachelor of Science in Accounting, minors in English and Economics. Emphasis in cost and non-profit accounting.

California State University

2001

Master of Arts in English Literature and Philosophy

References available upon request

RESOLUTION NO. 1144

A RESOLUTION OF THE CITY OF CANBY, CLACKAMAS COUNTY, OREGON APPROVING AN INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF CANBY URBAN RENEWAL AGENCY, CLACKAMAS COUNTY, OREGON REGARDING THE TRANSFER OF TAX INCREMENT REVENUES AND PROCEEDS TO THE CITY FOR THE PURPOSE OF PAYING OBLIGATION BOND FINANCING

WHEREAS, the Canby Urban Renewal Agency (the “**Agency**”) and the City of Canby, Clackamas County, Oregon (the “**City**”) are currently planning projects set forth in the Canby Urban Renewal Plan dated November 24, 1999, as amended June 23, 2009, including the acquisition, construction, equipping and furnishing of a new library, renovation of the existing library and City Hall, and certain road and bridge improvements (the “**Project**”); and

WHEREAS, the City is planning to enter into a tax-exempt financing agreement and escrow agreement providing for the issuance of Full Faith and Credit Obligations, Series 2012 (the “**2012 Obligations**”) in an expected principal amount not to exceed \$14,900,000 to finance the Project and refinance certain outstanding obligations of the City; and

WHEREAS, the City and the Agency wish to enter into an intergovernmental agreement whereby the Agency shall transfer to the City tax increment revenues and proceeds accumulated by the Agency for the payment of the 2012 Obligations.

IT IS HEREBY RESOLVED by the City Council of the City of Canby, as follows:

1. The City agrees to the terms and conditions of the Intergovernmental Agreement attached hereby as Exhibit A (the “**IGA**”), and authorizes and directs the Mayor or the City Administrator to sign the IGA on behalf of the City.

This resolution will take effect on October 3, 2012.

ADOPTED this 3rd day of October 2012 by the Canby City Council.

Randy Carson
Mayor

ATTEST:

Kimberly Scheafer, MMC
City Recorder

INTERGOVERNMENTAL AGREEMENT

This 2012 Intergovernmental Agreement is executed this 10th day of October 2012, by and between the CITY OF CANBY, OREGON, a municipal corporation of the State of Oregon (the “City”) and the CANBY URBAN RENEWAL AGENCY, OREGON, a public body created under ORS Chapter 457 (the “Agency”).

I. DEFINITIONS

For purposes of this 2012 Intergovernmental Agreement, unless the context clearly requires otherwise, capitalized terms that are not listed in this section but which are defined in the Master Document shall have the meanings defined for those terms in the Master Document, and the following capitalized terms shall have the following meanings:

“**2008 Bond**” means the Agency’s Urban Renewal Bond, Series 2008 in the principal amount of \$1,950,000 which was authorized by the Agency Resolution No. URR 08-004.

“**2010 Intergovernmental Agreement**” means the intergovernmental agreement between the City and the Agency dated as of December 1, 2010, relating to the 2010 Obligations.

“**2010 Obligations**” means the City’s Full Faith and Credit Obligations, Series 2010 (Direct Payment Federally Taxable Recovery Zone Economic Development Bonds, Downtown Project) in the principal amount of \$2,500,000.

“**2011 Intergovernmental Agreement**” means the intergovernmental agreement between the City and the Agency dated as of May 4, 2011, relating to the 2011 Obligations.

“**2011 Obligations**” means the City’s Full Faith and Credit Obligations, Series 2011 in the principal amount of \$9,000,000.

“**2012 Intergovernmental Agreement**” means this intergovernmental agreement between the City and the Agency dated as of October 10, 2012, relating to the 2012 Obligations.

“**2012 Obligations**” means the City’s Full Faith and Credit Obligations, Series 2012 expected in the aggregate principal amount not to exceed \$14,900,000.

“**Additional Debt**” means obligations of the Agency in compliance with the requirements of Section III. 2. of this Agreement which are secured by a lien on, and pledge of, the Tax Increment Revenues which is on a parity with the lien on, and pledge of this 2012 Intergovernmental Agreement.

“Agency” means the Canby Urban Renewal Agency, Clackamas County, Oregon.

“Agency Resolution” means the Agency Resolution No. URR 12-013 adopted October 10, 2012.

“Area” means the Canby Urban Renewal Area which is described in the Plan and all additions thereto.

“Authorized Representative of the Agency” means, each individually, the Chair or the Agency Director or their designee.

“Authorized Representative of the City” means, each individually, the City Administrator or their designee.

“City” means the City of Canby, Clackamas County, Oregon.

“City Resolution” means City Resolution No. 1144 adopted October 3, 2012.

“Master Document” means the Bond Purchase Agreement between the Agency and U.S. Bank National Association that is dated as of July 22, 2008, that relates to the 2008 Bond.

“ORS” means Oregon Revised Statutes.

“Plan” means the Canby Urban Renewal Plan dated November 24, 1999, as amended June 23, 2009.

“Tax Increment Revenues” means all ad valorem tax revenues from property which are attributable to the increase in assessed value of property within the Area, all taxes levied in connection with the Plan, and all earnings thereon.

II. RECITALS

- A. Pursuant to ORS 190.010, units of local government are authorized to enter into intergovernmental agreements with other units of local governments for the performance of any or all functions and activities that a party to the agreement, its officers or agencies, have the authority to perform.
- B. Each of the parties to this agreement is a “unit of local government” as defined in ORS Section 190.003. Each of the parties has the legal authority for the performance of any and all functions and activities set forth herein.
- C. The Agency, as the duly authorized and acting urban renewal agency of the City of Canby, Oregon is charged to undertake certain redevelopment activities in the redevelopment area pursuant to ORS Chapter 457 and the Plan.

- D. Pursuant to ORS 457.190, the Agency is authorized to borrow money and accept advances, loans, grants and any other form of financial assistance from a public body for the purposes of undertaking and carrying out urban renewal projects.
- E. Pursuant to ORS 457.320 the City is authorized to exercise any of its powers to assist in the planning or the carrying out of an urban renewal plan.
- F. Pursuant to ORS 271.390 the City has the power to enter into financing agreements and authorize the issuance of full faith and credit obligations on its behalf to finance and refinance real and personal property.
- G. The City and the Agency previously entered into the 2010 Intergovernmental Agreement in connection with the 2010 Obligations and the 2011 Intergovernmental Agreement in connection with the 2011 Obligations.
- H. The City expects to enter into a financing agreement and escrow agreement in December 2012, providing for the issuance of the 2012 Obligations in the principal amount not to exceed \$14,900,000 to finance and refinance certain real and personal property set forth in the Plan, including the acquisition, construction, equipping and furnishing of a new library, renovation of the existing library and City Hall, and certain road and bridge improvements.
- I. The City and the Agency wish to enter into the 2012 Intergovernmental Agreement on connection with the 2012 Obligations.

III. AGREEMENT

NOW, THEREFORE, pursuant to the provisions of ORS Chapters 457 and 190, and in consideration of the benefits to accrue to the City, the Agency, the community and the citizens from this 2012 Intergovernmental Agreement and the 2012 Obligations, and in consideration of the covenants set forth therein, the City and Agency agree:

- 1. The Agency shall transfer Tax Increment Revenues and proceeds to the City in amounts and at times sufficient for the City to pay the 2012 Obligations under the terms set forth in the 2012 Obligation financing documents from those Tax Increment Revenues.
- 2. The Agency hereby irrevocably pledges the Tax Increment Revenues to make the transfers described in paragraph 1. above. The obligation of the Agency to make the transfers described in paragraph 1. above, shall constitute Parity Indebtedness. The lien on, and pledge of the Tax Increment Revenues to the 2012 Obligations shall be equal to the lien and pledge that secures the 2008 Bond, the 2010 Obligations, the 2011 Obligations and all other Parity Indebtedness. The provisions of this 2012 Intergovernmental Agreement and the Agency Resolution shall be a contract with the City. The Agency has issued Parity Indebtedness in the past and reserves the right to issue Parity Indebtedness in the future as permitted by the Master Document. The Agency

is not required to create or fund a bond reserve account in connection with this 2012 Intergovernmental Agreement. The Agency covenants and agrees that it will not incur any other form of indebtedness secured by a greater priority lien on the Tax Increment Revenues during the period any amounts are outstanding under this 2012 Intergovernmental Agreement.

3. The City agrees to take all steps required to qualify and maintain the 2012 Obligations as tax-exempt obligations.
4. The Agency agrees to take all steps required to qualify and maintain the 2012 Obligations as tax-exempt obligations.
5. The Agency covenants to cause the maximum amount of the Tax Increment Revenues to be collected each Fiscal Year.
6. The Agency may incur additional indebtedness secured by a lien on the Tax Increment Revenues subordinate to the lien of this 2012 Intergovernmental Agreement as provided in the Master Document. Parity liens are permitted in accordance with Section 2. above.
7. The City and Agency have each taken the actions necessary to authorize this 2012 Intergovernmental Agreement and no challenge or appeal to such actions is pending.
8. The Authorized Representatives are authorized to execute this 2012 Intergovernmental Agreement on behalf of their respective bodies.
9. This 2012 Intergovernmental Agreement may be modified upon written mutual agreement of the City and the Agency.
10. This 2012 Intergovernmental Agreement shall be effective as of the date first listed above and shall terminate upon defeasance of the 2012 Obligations and any obligations issued to refund the 2012 Obligations.
11. This 2012 Intergovernmental Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute one and the same agreement.

CITY OF CANBY
CLACKAMAS COUNTY, OREGON

By _____
Randy Carson, Mayor

CANBY URBAN RENEWAL AGENCY
CLACKAMAS COUNTY, OREGON

By _____
Richard Ares, Chair

Management Team Meeting Minutes
September 17, 2012
2:00 p.m.
City Hall Conference Room

In attendance: Greg Ellis, Sue Engels, Amanda Zeiber, Bryan Brown, Darvin Tramel, Julie Wehling, Eric Laitinen, Joseph Lindsay, Kim Scheafer, and Renate Mengelberg.

Eric Laitinen

- David and Nathan are back this week

Julie Wehling

- Showed a sample of the monthly passes
- Will be going to Adult Center next week to sell passes
- Spoke about tax credits

Sue Engels

- Working on financial statements
- A/P module will be converted to Clarity in mid-October
- Staff will be attending the OMFOA Conference and Caselle Conference

Renate Mengelberg

- Attending a banner meeting
- Main Street Committees have started meeting
- Working on final details of Sequoia Parkway property sale

Amanda Zeiber

- Flu shot clinic will be held on September 25 from 2:30-4:30 in the Council Chambers

Darvin Tramel

- Working on RFP for the Stormwater Master Plan
- Working on response to DEQ Audit

Bryan Brown

- Attending training next week with two Planning Commissioners
- Attending Planning Directors Conference
- Will be talking with Clackamas County Building Department regarding response time
- Dragonberry turned in a second application for a minor modification

Joseph Lindsay

- Will be drafting a Pawn Shop ordinance

Greg Ellis

- Attended Library Birthday Celebration last Saturday
- Community visioning meeting will be held on September 25. Roger Jordan and Bob Wells will facilitate the kick-off meeting.
- Downtown paving was finished over the weekend
- Working on refinancing bonds

Minutes taken by Kim Scheafer

Management Team Meeting Minutes
September 24, 2012
2:00 p.m.
City Hall Conference Room

In attendance: Greg Ellis, Sue Engels, Amanda Zeiber, Bryan Brown, Darwin Tramel, Julie Wehling, Penny Hummel, Joseph Lindsay, Kim Scheafer, and Renate Mengelberg.

Kim Scheafer

- Reviewed October 3 CC Agenda
- Reviewed draft updated Electronic Communications Policy. Hoping to have City's Facebook page up and running November 1. Sue Ryan and Valerie Kraxberger will be doing the postings.
- Sue Ryan will be out of office October 19-29. Please submit November newsletter items prior if possible.

Penny Hummel

- Library Birthday Celebration was a success

Greg Ellis

- Community visioning meeting will be held on September 25

Julie Wehling

- Fares go into effect October 1
- Went to Canby Adult Center last week to try and sell passes
- Was contacted by the Canby Ford Leadership Committee regarding bike lockers at Transit Station

Darwin Tramel

- Working on RFP for the Stormwater Master Plan
- Will be inspecting several businesses this week

Renate Mengelberg

- Buyers of beak property signed paperwork
- Will be meeting with JV Northwest. They will be adding new welding stations and five new employees
- Banner Committee met. New banners will be double-sided.

Bryan Brown

- Fred Meyer fuel station is on PC Agenda for tonight
- Working with Clackamas County on population forecast

Sue Engels

- Tracy Harris is out of the office this week

Amanda Zeiber

- Flu shot clinic will be held on September 25 from 2:30-4:30 in the Council Chambers
- Interviewed applicants for the Finance Director opening today
- Background investigations are being done for the Court and Parks finalists
- Offer was made last week to a police officer candidate
- RFP for Construction Manager went out last week
- RFP for Architect & Engineer will be going out soon

Minutes taken by Kim Scheafer

CITY COUNCIL / URA MEETING FOLLOW-UP ITEMS				
ORIG. CC / URA MTG. DATE	ITEM	STATUS	ASSIGNED TO	FOR CC OR URA MTG. OF
10/12/2011 URA	Entrance Sign Power - ODOT	Contact appropriate person at ODOT	Dan	TBD
10/12/2011 URA	Other use or market for solar panels	Researching	Dan	TBD
OTHER STAFF ITEMS				
DATE	ITEM	STATUS	ASSIGNED TO	TARGET DATE
	Selling Property Partitioned Next to Maple Street Park (former location of Marshall House)	Waiting for better econmic times to sell property		On-Going