

AGENDA

CANBY CITY COUNCIL REGULAR MEETING

January 5, 2011

7:30 PM

Council Chambers

155 NW 2nd Avenue

Mayor Melody Thompson

Council President Walt Daniels

Councilor Richard Ares

Councilor John Henri

Councilor Brian Hodson

Councilor Jason Padden

CITY COUNCIL REGULAR MEETING

1. CALL TO ORDER

A. Pledge of Allegiance and Moment of Silence

2. COMMUNICATIONS

3. 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.)

4. MAYOR'S BUSINESS

5. COUNCILOR COMMENTS & LIAISON REPORTS

6. 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 December 1, 2010 City Council Regular Meeting

B. Reappointment to Planning Commission

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7. RESOLUTIONS & ORDINANCES

8. NEW BUSINESS

A. Presentation to Mayor Thompson and Robert Bitter

9. CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS

10. CITIZEN INPUT

11. SWEARING IN CEREMONY

A. Swearing in of Mayor and City Councilors

12. ACTION REVIEW

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

14. 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 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.

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

Date: 20 December 2010

Name: Sean Joyce Occupation: Fleet Manager- Bonneville Power
Administration

Home Address: _____

Employer: Bonneville Power Admin – U.S. Govt Position: Fleet Manager

Daytime Phone: _____ Evening Phone: 503.266.3333

E-Mail Address: _____

For which position are you applying? _____

What are your community interests (committees, organizations, special activities)? _____
Currently serve on Planning Commission and enjoy being involved in the direction of our
community. Community service in my opinion is a responsibility of all citizens and this I feel
provides me a way to give back.

Experience and educational background: B.S. Political Science from Oregon State University.
2 years on Canby Planning Commission

Reason for your interest in this position: I have thoroughly enjoyed my two years on the
commission and feel that it's important to have a group that helps guide the development of our
community balancing the needs of the families against the needs of our businesses. I feel we
have a lot coming on the horizon for Canby and I'd like to continue my input into this growth.

List any other City or County positions on which you serve or have served: Canby Planning
Commissioner 2008-Present

Information on any special membership requirements: None

Referred by (if applicable): _____

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.**

RECEIVED

DEC 21 2010

CITY OF CANBY

12-4-07

AGENDA

CANBY CITY COUNCIL SPECIAL MEETING

January 5, 2011

7:30 PM (Immediately After Regular Meeting)

Council Chambers

155 NW 2nd Avenue

Mayor Randy Carson

Councilor Walt Daniels

Councilor Richard Ares

Councilor John Henri

Councilor Brian Hodson

Councilor Jason Padden

Councilor Greg Parker

SPECIAL CITY COUNCIL MEETING

1. CALL TO ORDER

2. CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS

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3. NEW BUSINESS

A. Discussion and Selection of Council President and Committee Liaison Assignments

4. CITIZEN INPUT

5. ACTION REVIEW

6. ADJOURN

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A reception will be held after the Special Meeting in the City Hall Conference Room for the outgoing Mayor and incoming Mayor and Councilors.

CITY OF CANBY COMMITTEE LIAISONS

BIKE AND PEDESTRIAN COMMITTEE

Meets 3rd Tuesday of each month at 7:00 PM in the City Hall Conference Room. 5 members, 3 year terms.

Committee Chair: Kevin Batridge
Staff Liaison: Markus Mead
Council Liaison: Jason Padden

BUDGET COMMITTEE

Meets as needed. City Council plus 6 members at large, 3 year terms.

Committee Chair: Walt Daniels
Staff Liaison: Sue Engels

CANBY PUBLIC LIBRARY BOARD

Meets 2nd Tuesday of each month at 6:15 PM in the City Hall Conference Room. 5 members, 4 year terms.

Committee Chair: Cathleen Whiting
Staff Liaison: Penny Hummel
Council Liaison: Jason Padden

CANBY UTILITY BOARD

Meets 2nd & 4th Tuesday of each month at 7:30 PM in the CUB Board Room. 5 members, 3 year terms.

Committee Chair: Virginia Molamphy
Council Liaison:

HISTORICAL REVIEW BOARD (NOT ACTIVE – NO MEMBERS)

Meets as needed.

Committee Chair:
Staff Liaison:
Council Liaison:

PARKS AND RECREATION ADVISORY BOARD

Meets 3rd Tuesday of each month at 7:00 PM PM in the City Hall Conference Room. 7 members, 3 year terms.

Committee Chair: Ryan Oliver
Council Liaison: Richard Ares
Staff Liaison: Matilda Deas

CITY OF CANBY COMMITTEE LIAISONS

PLANNING COMMISSION

Meets 2nd and 4th Monday of each month at 7:00 PM in the Council Chambers. 7 members, 3 year terms.

Committee Chair: Dan Ewert
Council Liaison: Brian Hodson
Staff Liaison: Bryan Brown

TRAFFIC SAFETY COMMISSION (NOT ACTIVE - NO MEMBERS)

7 members, 3 year terms.

Committee Chair:
Council Liaison:
Staff Liaison: Matilda Deas

TRANSIT ADVISORY COMMITTEE

Meets 2nd Wednesday of each month at 5:30 PM in the City Hall Conference Room. 7 members, 3 year terms.

Committee Chair: Sandra Cranston & April Chavez
Staff Liaison: Julie Wehling
Council Liaison: Walt Daniels

OTHER LIAISONS:

Canby Adult Center	Council Liaison: Richard Ares
Canby Historical Society/Canby Depot Museum	
	Council Liaison: Walt Daniels
Canby School District	Council Liaison: John Henri
Clack Co. Coordinating Committee	Council Liaison:
Aurora Airport Master Planning Committee	Council Liaison: John Henri
Main Street Program	Council Liaison:
Rural Reserves PAC	Council Liaison: John Henri
Riverside Neighborhood Association	Council Liaison: Jason Padden
NE Canby Neighborhood Association	Council Liaison: John Henri
SE Canby Neighborhood Association	Council Liaison: Brian Hodson
SW Canby Neighborhood Association	Council Liaison:

Management Team Meeting Minutes
November 30, 2010
3:00 PM
City Hall Conference Room

In attendance: Greg Ellis, Sue Engels, Bret Smith, Penny Hummel, Amanda Klock, Eric Laitinen, Bryan Brown, and Kim Scheafer.

Kim Scheafer

- Melissa York is on vacation this week
- TSP City Council Public Hearing has been postponed to December 8 at 7 PM
- Cookie Contest is December 13. City staff can stop by the City Hall Conference Room from 9 AM – 1 PM to taste cookies and vote for their favorite one.

Penny Hummel

- Invited to attend a meeting on December 14 regarding 1st Avenue redevelopment

Greg Ellis

- Attending a meeting on December 7 with all four Neighborhood Associations
- A newspaper printed a notice that bids were due for a proposed police facility in Canby by mistake. Should have been for another city.
- Will get direction from Agency tomorrow regarding moving forward with the proposed police facility
- Still negotiating with railroad on property

Julie Wehling

- Still working with auditors
- Nancy Muller is back in office
- Kiosk board is being installed at Transit Center

Bryan Brown

- Clackamas County approved the Dutch Vista Court water extension
- Will update landlord on status of moving to new facility
- Received a request from Hope Village for an exemption from the Development Concept Plan
- Signed off on a plat for the memory care facility
- Willamette Valley finalized their construction plans

Sue Engels

- Auditors are performing a single audit due to amount of federal dollars received
- Supplemental budget had been moved to a meeting in February

Eric Laitinen

- CAPRD event will be on December 3 at 7 PM
- Extra public swims have been scheduled for December due to school schedule

Amanda Klock

- Will be having second interview with Public Works Director candidates
- Recruiting in Police Department and Library
- Screening applications for Economic Development position

- Staff holiday luncheon will be held on December 14

Bret Smith

- May be out of office later in the week

Minutes taken by Kim Scheafer

Management Team Meeting Minutes
December 6, 2010
2:00 PM
City Hall Conference Room

In attendance: Greg Ellis, Penny Hummel, Amanda Klock, Eric Laitinen, Julie Wehling, Darwin Tramel, and Kim Scheafer.

Kim Scheafer

- Cookie Contest is December 13. City staff can stop by the City Hall Conference Room from 9 AM – 1 PM to taste cookies and vote for their favorite one
- Please remind staff who use postage meter to put items in mailbox out front if it's after 10 AM or advance the date
- URA & City Council are having special meetings on Wednesday night

Greg Ellis

- Attending a meeting on December 7 with all four Neighborhood Associations
- Working in the Lions Club tree lot Thursday night

Darvin Tramel

- Interviewing Public Works Director on Friday
- Received compliment from citizen today at City Hall regarding street sweeping
- Vactor truck is out of service for a week
- Biosolids dryer will be going on-line next week
- Stormwater Committee is being formed this month

Eric Laitinen

- CAPRD fundraiser sold over 300 footballs

Julie Wehling

- Attended a special transportation funding meeting and presented an update on CAT
- Working on ADA policy

Penny Hummel

- Working on bilingual librarian recruitment
- Having a volunteer appreciation event at library Wednesday evening
- Friends of Library have holiday books and videos on sale
- New library web site should go live in a month or two

Amanda Klock

- Screening applications for Economic Development Director position
- Recruiting for a lateral Police Officer
- A Police Sergeant resigned on Friday
- Will be recruiting for an Administrative Assistant in the Police Department

Minutes taken by Kim Scheafer

Management Team Meeting Minutes
December 13, 2010
2:00 PM
City Hall Conference Room

In attendance: Greg Ellis, Penny Hummel, Bret Smith, Amanda Klock, Eric Laitinen, Julie Wehling, Darvin Tramel, and Kim Scheafer.

Kim Scheafer

- Will be on vacation starting December 17 and back on the 27th
- Kathy is out of office in Court until Wednesday
- Thanked everyone for participating in the cookie contest. There was a great turnout of tasters and bakers.

Penny Hummel

- Thanked Public Works for sandbags
- Working on bilingual librarian recruitment
- Library will be open on December 23
- Will not be working on December 17 and working December 23 instead

Amanda Klock

- Made a conditional job offer to Public Works Director candidate
- Staff holiday luncheon is on Tuesday

Greg Ellis

- Mayor Thompson is working on the State of the City Address. Please forward her information regarding your departments.
- 1st Avenue informational meeting on Tuesday, 5:30 PM, Canby Pub and Grill
- The Council approved the TSP at their December 1 meeting
- Moving forward on Police Station

Darvin Tramel

- Public Works was actively preparing for high water last week

Julie Wehling

- A bus hit a rock on 99E last Thursday during bad weather and had some minor damage
- Presented ADA Policy to the Transit Advisory Committee last week
- Submitted a 5310 and STF Formula Application to Tri-Met

Eric Laitinen

- Swim Center will be closing early on December 23 and closed December 24-26 and January 1

Bryan Brown

- Will be on vacation starting December 16 and back on the 28th
- Working with Village on the Lochs regarding possible expansion
- Hope Village will be requesting an exemption from the Development Concept Plan at the January 19 City Council Meeting

Bret Smith

- Interviewed candidates for lateral police officer
- Sergeant Cunningham resigned

Minutes taken by Kim Scheafer

Management Team Meeting Minutes
December 27, 2010
2:00 PM
City Hall Conference Room

In attendance: Greg Ellis, Amanda Klock, Eric Laitinen, Sue Engels, and Kim Scheafer.

Kim Scheafer

- Reviewed Agenda for January 5 URA and CC meetings
- Will be on vacation December 29 & 30
- Chamber luncheon prices have increased and are now \$12. Be sure to RSVP to avoid an additional \$3 fee and let Finance know so they can reconcile the bill easier.

Amanda Klock

- Two police officer positions are open and job offers have been made
- Public Works candidate accepted another offer
- Administrative Assistant position in police department closes Friday
- Interviewing Economic Development Director applicants on Thursday

Greg Ellis

- Sold bonds for First Avenue redevelopment project
- Signed papers on railroad property today
- RFP's went out for an architect/engineer and construction manager for the Police Department

Eric Laitinen

- Swim Center will be closed on January 1
- Will be on vacation December 29

Sue Engels

- Will be handing out purchasing credits cards at next week's Management Team Meeting
- Working on CAFR this week
- Tracy is on vacation until January 3
- Sharon will be on vacation December 29

Minutes taken by Kim Scheafer