

**CANBY CITY COUNCIL
CITY COUNCIL WORK SESSION
August 6, 2014**

Presiding: Mayor Brian Hodson.

Council Present: Todd Rocha, Clint Coleman, Traci Hensley, Tim Dale, Greg Parker, and Ken Rider.

Staff Present: Amanda Zeiber, Interim City Administrator/HR Director; Joseph Lindsay, City Attorney; Kim Scheafer, City Recorder; Haley Fish, Finance Director; and Julie Wehling, Transit Director.

Others Present: None.

Mayor Hodson called the Work Session to order at 6:00 p.m. in the City Hall Conference Room.

The Council met in a Work Session to discuss an option for future transit parking.

Julie Wehling, Transit Director, said Pioneer Pump was willing to offer a long term lease on their land for CAT parking and would entertain a lease with a purchase option. Pioneer Pump already submitted an application to the City for a permit to pave the northern 1.9 acres adjacent to Kendal Floral and could also pave an acre for CAT at the same time. What they submitted had a place for the CAT parking, but there were no details yet. Their goal was to be done by mid-October and in order to save money they wanted to turn dirt by the end of this month. The cost estimates would be available tomorrow. They would consider a 7-10 year lease and purchase option for the proposed improved acre plus an additional half acre for a building. There would be enough space for future growth on the site. There was \$140,000 already in the budget for this purpose.

Mayor Hodson liked the location of this site. He thought a ten year lease would be appropriate.

Councilor Dale liked that it was not taking a prime piece of property off the market.

Councilor Rider thought it was a good central location.

Council consensus was for Ms. Wehling to negotiate with Pioneer Pump and bring the information back to the August 20 meeting.

Mayor Hodson adjourned the Work Session at 6:20 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
August 6, 2014**

Presiding: Mayor Brian Hodson.

Council Present: Todd Rocha, Clint Coleman, Traci Hensley, Tim Dale, Greg Parker, and Ken Rider.

Staff Present: Amanda Zeiber, Interim City Administrator/HR Director; Joseph Lindsay, City Attorney; Kim Scheafer, City Recorder; Laney Fouse, Office Specialist; and Bryan Brown, Planning Director.

Others Present: Bob Cornelius, Robert Backstrom, and Jim Davis.

CALL TO ORDER: Mayor Hodson called the Regular Meeting to order at 6:30 p.m. in the City Hall Conference Room.

****Councilor Dale moved to go into Executive Session pursuant to ORS 192.660(2)(a) Employment of Public Officer and ORS 192.660(2)(d) Labor Negotiations. Motion was seconded by Councilor Hensley and passed 6-0.**

OPENING CEREMONIES: Mayor Hodson reconvened the Regular Meeting at 7:30 p.m. in the Council Chambers followed by the flag salute.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None.

MAYOR'S BUSINESS: Mayor Hodson said the Council, staff, and community members interviewed for the vacant City Administrator position. Regan Bolli was the candidate they chose. Contract negotiations and a background check were the next steps. He discussed possible items to add to the September 3rd agenda. He thanked Joan and Darren Monen for the Harefest event.

Boy Scouts from Troop 258 introduced themselves.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Rocha was not able to attend the meeting regarding the dog park. Matilda Deas had said it was well attended and she was working on grants for the park.

Councilor Hensley attended First Friday, Chamber Luncheon, and the Rodeo Kick-Off Celebration. The Clackamas County Fair started on August 12.

Councilor Coleman said Melissa Kelly was the new Library Director and Roger Reif was the new Library Board Chair. The next Library Board meeting would be held on August 12. Stephanie Boyce was being appointed to the Traffic Safety Commission. At the last Traffic Safety Commission meeting they discussed the new signs on 13th Avenue.

Councilor Dale attended the Chamber of Commerce Golf Tournament.

Councilor Parker said the committees he was liaison to did not have meetings this month. He also attended the Chamber Luncheon and Rodeo Kick-Off. He thanked the Rotary Club for the 3-on-3 Basketball Tournament.

Councilor Rider discussed his vacation and how he looked forward to attending his upcoming committee meetings. CAT would be offering shuttles to the Fair. If there was low ridership again this year, the shuttles would most likely not be offered next year.

CONSENT AGENDA: **Councilor Dale moved to adopt the minutes of the July 9, 2014 City Council Special Meeting and Work Session; Minutes of the July 16, 2014 Regular Meeting; and appointment of Stephanie Boyce to the Traffic Safety Commission for a term to end on June 30, 2017. Motion was seconded by Councilor Hensley and passed 6-0.

OLD BUSINESS: TA 14-01 Findings, Conclusion & Final Order – Bryan Brown, Planning Director, said the findings memorialized the decision the Council made on the text amendment at the previous meeting. The main goal was to introduce the idea of a Type II process for development in the Industrial Park. Council's decision on that was to do away with those changes and keep the new development reviews going through the Planning Commission. The other wordsmithing improvements to the matrixes were approved.

****Councilor Hensley moved to approve TA 14-01 Findings, Conclusion & Final Order. Motion was seconded by Councilor Coleman and passed 6-0.**

ANN 14-01/ZC 14-01 Findings, Conclusion, & Final Order/Development Agreement – Mr. Brown explained the annexation application and said these written findings memorialized the decision of the Council to approve the annexation, zone change, and Development Agreement. The annexation would be on the November ballot.

****Councilor Dale moved to approve ANN 14-01/ZC 14-01 Findings, Conclusion, & Final Order/Development Agreement. Motion was seconded by Councilor Rider and passed 6-0.**

ANN 14-02/ZC 14-02 Findings, Conclusion, & Final Order/Development Concept Plan – Mr. Brown explained the annexation application and said these findings memorialized the decision of the Council to approve the annexation, zone change, and Development Concept Plan. The annexation would be on the November ballot.

****Councilor Hensley moved to approve ANN 14-02/ZC 14-02 Findings, Conclusion, & Final Order/Development Concept Plan. Motion was seconded by Councilor Rocha and passed 6-0.**

RESOLUTIONS & ORDINANCES: Resolution 1196 – Amanda Zeiber, Interim City Administrator/HR Director, said the contract with AFSCME expired on June 30. The City entered into negotiations in March. It had been a good process. The contract was retroactive to July 1, 2014. The union met at the end of July and ratified the contract.

****Councilor Rocha moved to adopt Resolution 1196, A RESOLUTION TO RATIFY THE CONTRACT BETWEEN THE CITY OF CANBY (CITY) AND THE LOCAL 350-6 AFSCME COUNCIL 75 AFL-CIO (UNION) FOR THE PERIOD FROM JULY 1, 2014 THROUGH JUNE 30, 2017. Motion was seconded by Councilor Rider and passed 6-0.**

Ordinance 1398 – Mr. Brown said this ordinance was required for the text amendment to be approved. The ordinance indicated that the City followed the criteria in the Code for making these changes. All the references to the Type II process for the Industrial Overlay Zone had been removed. He explained the Type II process language was still included in the Code for the Downtown Overlay Zone. He found a duplication error that would be removed.

****Councilor Rider moved to approve Ordinance 1398, AN ORDINANCE AMENDING CHAPTERS 16.30, 16.32, 16.34, 16.35, AND 16.49 OF TITLE 16 OF THE CANBY MUNICIPAL CODE to come up for second reading on August 20, 2014. Motion was seconded by Councilor Coleman and passed 6-0 on first reading.**

Mr. Brown said regarding the jobs per acre issue, Council asked staff to analyze the current occupants of the Industrial Park to find out whether they met the 12 employees per developed acre requirement. He explained how some met the standard, and four businesses that did not. He would review the issue further and come back with a recommendation.

NEW BUSINESS: Discussion Regarding Downtown City Owned Buildings and Consolidation of Offices – Ms. Zeiber said staff had discussed relocating to the old Police Department building temporarily. This would help to have adequate coverage for customer service, efficiency in spending the City's money, and it would work out the consolidation of staff before the new civic center was built. She was in the process of getting quotes from moving services, but preliminary costs were \$30,000 to \$50,000. She discussed the options for relocating staff. If the finance building was sold, there would be a problem with parking for CAT as they were currently parking vehicles behind the building. Finance staff was rotating to City Hall to help with utility billing service and backing up staff. Current occupancy would not prohibit putting any of the buildings up for sale. A citizen had told her he was against consolidation and a second floor on the new civic building.

Councilor Parker said for him it was not about consolidation but a way to return some City owned buildings to the tax rolls and to have more people working downtown. It was easier to sell a property when it was occupied. He thought they could find someplace to park the buses if needed. The market was right to sell these properties.

Councilor Coalman thought the Finance Department should relocate to City Hall and that all the buildings should be put on the market now.

Councilor Hensley was not in favor of spending a lot of money for the consolidation since it was temporary.

There was discussion regarding the options for putting the properties on the market and what to do about staffing.

Council direction was the \$50,000 was too high and that staff would look into other options for consolidation and bring back a preferred recommendation. Staff would also do research and recommend a strategy for selling the downtown City buildings including the possibility of the current library building.

****Councilor Dale moved to authorize the Mayor to negotiate an employment contract with Regan Bolli within the parameters established by Council in the previously approved recruiting profile. Motion was seconded by Councilor Hensley and passed 6-0.**

ADMINISTRATOR'S BUSINESS & STAFF REPORTS: None.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Approved TA 14-01 Findings, Conclusion & Final Order.
3. Approved ANN 14-01/ZC 14-01 Findings, Conclusion, & Final Order/Development Agreement.
4. Approved ANN 14-02/ZC 14-02 Findings, Conclusion, & Final Order/Development Concept Plan.
5. Adopted Resolution 1196.
6. Approved Ordinance 1398 to come up for second reading on August 20, 2014.
7. Authorized the Mayor to negotiate a contract with Regan Bolli for the City Administrator position.

Mayor Hodson adjourned the meeting at 8:33 p.m.



Kimberly Scheafer, MMC
City Recorder



Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood