

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
October 15, 2014**

Presiding: Mayor Brian Hodson.

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

Staff Present: Rick Robinson, City Administrator; Amanda Zeiber, Asst. City Administrator/HR Director; Joseph Lindsay, City Attorney; Kim Scheafer, City Recorder; Julie Wehling, Transit Director; and Renate Mengelberg, Economic Development Director.

Others Present: Bob Cornelius, John Southgate, 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 Hensley moved to go into Executive Session pursuant to ORS 192.660(2)(e) Real Property. Motion was seconded by Councilor Rocha and passed 5-0.**

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

Mayor Hodson welcomed Rick Robinson, the new City Administrator.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None.

MAYOR'S BUSINESS: Mayor Hodson attended the Clackamas County Coordinating Committee (C4) meeting where there was continued conversation regarding the Transportation Coordination Task Force and also discussion on the purpose of C4. He had lunch with John Ludlow, County Commission Chair, where they discussed the urban growth boundaries of cities in Clackamas County and rural and urban reserves. He suggested staff give a presentation on these issues at an upcoming Council meeting before the end of the year as the County was going to take these issues to the legislature in January.

Rick Robinson, City Administrator, clarified the Council presentation would be a background on the rural and urban reserves and undesignated areas in Canby, as well as looking at the City's Urban Growth Boundary and if there was a need for expansion. Utilities and transportation were key components to growth as well.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Hensley attended the C4 meeting, Health Care Forum, and Senator Olsen's town hall meeting. She would be attending the Riverside Neighborhood Association meeting on October 16 at 7:00 p.m.

Councilor Coleman attended the Chamber luncheon and October Traffic Safety Meeting. He appreciated all that Jerry Nelzen, Public Works Lead, did. He also attended the Library Board Meeting. The Canby Library Handbook was being updated.

Councilor Dale said Canby Utility was changing their master fee schedule for hook ups and reconnects. They were continuing with their General Manager recruitment process. Their latest quarterly reliability report showed that Canby Utility continued to provide reliable power far higher than the industry standards.

Councilor Rider attended the Planning Commission meeting where they approved the Verizon cell tower, construction of a home on 9th and Ivy, and conditional use for a building on Birch and 13th Avenue. The construction of the Fred Meyer fuel station was under appeal and would go before the Court of Appeals in November and hopefully be resolved by the first of the year.

CONSENT AGENDA: **Councilor Dale moved to adopt the minutes of the October 1, 2014 City Council Work Session and Regular Meeting. Motion was seconded by Councilor Hensley and passed 6-0.

PUBLIC HEARING: Canby Area Transit's 2014 Civil Rights Program Title VI, Limited English Proficiency Plan - Mayor Hodson read the public hearing format.

Julie Wehling, Transit Director, said because CAT received Federal funding they were required to comply with the Civil Rights Act of 1964. The purpose of the Title VI regulations was to ensure no one was discriminated against because of their race, color, or national origin. The City's first Title VI plan was adopted in 2008 and Federal regulations had recently changed and the City was required to update their plan. She explained the analysis done to determine which languages were in the service area and strategies for communicating with individuals who had limited English proficiency. They held a public meeting in September regarding the Title VI Plan, she attended two Bridging Cultures events, Kiss Summer Goodbye event, distributed flyers around town, and notified schools and churches. She would be doing a Transit Master Plan next year and encouraged people to go to the website and complete the survey which would help with the planning process.

Councilor Rider asked how they were able to translate the publications.

Ms. Wehling worked with a firm that translated the documents. They did not charge publications that often but a large document could cost \$500.00.

Mayor Hodson opened the public hearing at 8:02 p.m.

PUBLIC COMMENTS:

Proponents: None.

Opponents: None.

Mayor Hodson closed the public hearing at 8:02 p.m.

RESOLUTIONS & ORDINANCES: Resolution 1200 -

****Councilor Rider moved to adopt Resolution 1200, A RESOLUTION ADOPTING CANBY AREA TRANSIT'S 2014 CIVIL RIGHTS PROGRAM TITLE VI, LIMITED ENGLISH PROFICIENCY PLAN. Motion was seconded by Councilor Rocha and passed 6-0.**

Ordinance 1404 - ****Councilor Hensley moved to adopt Ordinance 1404, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A LEASE AGREEMENT WITH PIONEER PROPERTY, LLC, FOR THE RENTAL OF PROPERTY FOR CANBY AREA TRANSIT PARKING; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Rider and passed 6-0 by roll call vote.**

NEW BUSINESS: Recommendation for Marketing Downtown City Owned Buildings – Renate Mengelberg, Economic Development Director, introduced John Southgate who was working with the City as a consultant. Appraisals had been done of the four buildings and staff had developed a recommendation on the best way to proceed with marketing the buildings.

Mr. Southgate had been meeting with developers and was getting cautiously optimistic signals that there was interest in the buildings. He explained the Request for Expressions of Interest process that staff was recommending and the main bases for the decision. It would be just as important to look at the reputation of the developer as the ideas they submitted.

Ms. Mengelberg said the next step would be to finalize the document and get it out to the public by the end of the month and do a broad outreach. They would work with anyone that was interested and hopefully bring proposals back in January.

****Councilor Coleman moved that the City launch the Request for Expressions of Interest process as quickly as possible, to market four downtown city buildings for sale or redevelopment as proposed. Motion was seconded by Councilor Rocha and passed 6-0.**

Vertical Housing Tax Credit Incentive - Ms. Mengelberg said as they were talking to the developers they were being asked what programs the City had, such as a Vertical Housing Tax Credit Program. In this program the ground floor would be retail and all of the assessed value would be on the tax rolls, and the developer could get a 20% property tax break for each story up to four stories for a total of 80% for ten years. It would provide a fairly strong and effective incentive. The program was set to sunset at the end of 2015. If the Council was in favor, she would bring back a resolution to the next meeting and send a letter to the taxing districts. She would reach out one-on-one to the Fire District as well.

Councilor Parker said research showed that for every two people in a downtown residence, it added \$8,000 to downtown businesses. He wanted to make sure they had all of the appropriate designations in the downtown and adjacent areas.

There was discussion regarding optional opt-out of other taxing districts, timeline for getting the development done, waiving SDC financing vs. tax abatement, effect on Urban Renewal, and rents in Canby which were comparable to the area.

****Councilor Coleman moved that the City pursue the creation of a Vertical Housing Development Zone in Canby's Downtown Commercial Zone as an incentive for more retail and housing development. Motion was seconded by Councilor Parker and passed 6-0.**

ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Mr. Robinson said the City had received a Gold Safety Award from CIS Insurance.


CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Resolution 1200
3. Adopted Ordinance 1404.
4. Staff will launch the Request for Expressions of Interest process to market four downtown City Buildings for sale or redevelopment.
5. Staff will pursue the creation of a Vertical Housing Development Zone.

There was no Executive Session.

Mayor Hodson adjourned the meeting at 8:46 p.m.


Kimberly Scheafer, MMC
City Recorder


Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood