

**CANBY CITY COUNCIL
CITY COUNCIL WORK SESSION
November 19, 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; Bryan Brown, Planning Director; and Kim Scheafer, City Recorder.

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 Rural Reserves, Urban Reserves and Canby's Urban Grown Boundary.

Rick Robinson, City Administrator, gave a PowerPoint presentation on the City's land use planning. He explained the definitions, boundaries, and restrictions of the undesignated lands and those designated as rural and urban reserves. He discussed how growth projections, voter approved annexations, buildable lands inventory, and the current capacity of water, wastewater, storm water, and the road system would affect the designated lands and new development.

There was discussion regarding areas for future growth, the need for affordable housing, traffic solutions, number and length of trains going through town, and funding for projects.

Mayor Hodson adjourned the Work Session at 7:17 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
November 19, 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; Joseph Lindsay, City Attorney; Kim Scheafer, City Recorder; Jamie Stickel, Main Street Manager; Renate Mengelberg, Economic Development Director; Amanda Zeiber, Asst. City Administrator/HR Director; Bret Smith, Chief of Police, Bradley Schafer, Police Officer; Rodney Grafe, Municipal Court Judge; Mike Smith, Police Detective; Melody Thompson, Administrative Supervisor; Jorge Tro, Police Lieutenant; Tim Green, Police Sergeant; Chris Scharmota, Police Officer; Chris Koehnke, Police Officer; Stephanie Wasserberger, Police Officer; Brett Ethington, Detective; Tim Warren, Sergeant; Scott Farmer, Police Officer; Kyle Krupicka, Police Officer; and Frank Schoenfeld, Detective Sergeant.

Others Present: Bob Cornelius, Tracie Heidt, Mallory Gwynn, Wayne Dillinger, John Stanislaw, Mariah Dodson, Lindsay Smith, Paul & Julie Smith, and Carol Palmer.

CALL TO ORDER: Mayor Hodson called the Regular Meeting at 7:30 p.m. in the Council Chambers followed by opening ceremonies.

Swearing-In of New Police Officer and Promotion of Police Officer – Bret Smith, Chief of Police, said that Bradley Schafer had graduated from the Police Academy on November 7. He gave a background on Mr. Schafer's experience and hobbies.

Judge Rodney Grafe swore in Bradley Schafer as a new Police Officer.

Chief Smith introduced Mike Smith who had been promoted to Sergeant and listed his past experience and accomplishments. Sergeant Smith introduced his family in the audience. His wife pinned on his Sergeant badge.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None.

MAYOR'S BUSINESS: Mayor Hodson said the Council held a Work Session to discuss rural reserves, urban reserves, and growth patterns. He attended the C-4 meeting where a recap of issues was discussed and Regional Task Force meeting where the representation on a new Regional Area Commission on Transportation was discussed. A development open house was held that day regarding the development of the downtown City owned buildings.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Hensley also attended the C-4 meeting. She said the Light up the Night was happening on December 5. They were looking for parade entries. Nominations were being accepted until November 30 for who would light up Canby. The Riverside Neighborhood Association met to discuss the next steps and design standards for bump outs and islands. She attended a holiday bazaar at the Fairgrounds, First Friday, and open house for Global Stainless.

Councilor Coleman encouraged everyone to visit the library. The Traffic Safety Committee had been discussing a variety of safety matters with the Fire Chief and City staff. The next Committee meeting would be held on December 5.

Councilor Dale said Canby Utility was continuing their search for a General Manager. The Urban Renewal Agency had engaged Lenore LLC as a construction manager for the civic center project. The next step was selecting an architect for the project.

Councilor Parker said he and the Mayor went to Canby High School to discuss student jobs and internships. This idea would be discussed further in a work session.

Councilor Rider would be attending the Transit Advisory Committee meeting on November 20 and Planning Commission meeting on November 24.

CONSENT AGENDA: **Councilor Dale moved to adopt the minutes of the November 5, 2014 City Council Regular Meeting. Motion was seconded by Councilor Rocha and passed 6-0.

RESOLUTIONS & ORDINANCES: Resolution 1202 – Renate Mengelberg, Economic Development Director, said at the October 15 meeting, Council directed staff to pursue a Vertical Housing Zone using the Downtown Commercial Zone as the boundaries. This would provide a powerful incentive to encourage mixed use development. Taxing districts had been notified. Staff met with the Fire District and School District. The Fire District would be submitting a letter of support for the application to the State which she would turn in at the end of the week. The State would make a decision by January.

****Councilor Coleman moved to adopt Resolution 1202, A RESOLUTION REQUESTING DESIGNATION OF A VERTICAL HOUSING DEVELOPMENT ZONE. Motion was seconded by Councilor Rocha and passed 6-0.**

Resolution 1203 – Chief Smith said the Council had previously approved the IGA and the agreement was still the same. The only difference was the cost and maintenance fee. It was for a brand new record management system that was a collaborative way of sharing information across many jurisdictions.

Melody Thompson, Administrative Supervisor, said reports were written in the police car or office and instead of the reports being printed out and entered by hand by other people, the reports would be directly entered into the system. It would also help with property, evidence, and crime analysis.

****Councilor Coleman moved to adopt Resolution 1203, A RESOLUTION AUTHORIZING AN AMENDED INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF PORTLAND, OREGON, FOR THE REGJIN PROJECT. Motion was seconded by Councilor Hensley and passed 6-0.**

Ordinance 1407 – Rick Robinson, City Administrator, said five bids had been received for the project. Multiple improvements and upgrades would be made throughout the wastewater treatment facility.

****Councilor Rider moved to approve Ordinance 1407, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH McCLURE & SONS, INC. FOR THE WASTEWATER TREATMENT FACILITY IMPROVEMENTS PROJECT; AND DECLARING AN EMERGENCY to come up for second reading on December 3, 2014. Motion was seconded by Councilor Rocha and passed 6-0 on first reading.**

Ordinance 1408 – ****Councilor Rocha moved to adopt Ordinance 1408, AN ORDINANCE AUTHORIZING THE CITY OF CANBY TO EXECUTE AMENDMENT NO. 2 TO THE CONTRACT WITH CURRAN-MCLEOD, INC. CONSULTING ENGINEERS FOR ENGINEERING SERVICES REGARDING 2014 WASTEWATER TREATMENT PLANT IMPROVEMENTS. Motion was seconded by Councilor Dale and passed 6-0 by roll call vote.**

Ordinance 1409 – Jorge Tro, Police Lieutenant, said this was for the purchase of two 2015 Dodge Chargers. It was a continuation of the vehicle replacement program and would replace two older patrol units. This was in the budget which had already been approved.

****Councilor Hensley moved to approve Ordinance 1409, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH POWER CHRYSLER JEEP DODGE OF NEWPORT, OREGON; SAFETY VEHICLE SYSTEMS OF SALEM, OREGON; DELL OF AMERICA; MOTOROLA SOLUTIONS OF AMERICA; HOT ROD DREAMWORKS OF CANBY, OREGON AND FORD MOTOR CREDIT CORPORATION FOR THE LEASE/ PURCHASE OF TWO (2) 2015 DODGE CHARGERS WITH POLICE EQUIPMENT PACKAGES FOR THE CANBY POLICE DEPARTMENT; AND DECLARING AN EMERGENCY to come up for second reading on December 3, 2014. Motion was seconded by Councilor Rocha and passed 6-0 on first reading.**

NEW BUSINESS: Historical Register Nomination for City Hall – Jamie Stickel, Main Street Manager, introduced Carol Palmer, Historic Review Board Chair. Ms. Stickel discussed the purpose, history, and members of the Historic Review Board.

Ms. Palmer said Canby had three designated historic landmarks which were the W.H. Bair house, William O. Mack house, and the 1st Methodist Episcopal Church.

Ms. Stickel spoke about the Board's accomplishments.

Ms. Palmer discussed the intensive level survey that had been done for buildings in the commercial area to form a Heritage Trail.

Ms. Stickel explained the historic façade renderings that were done which would help people see what their buildings could look like.

Ms. Palmer listed the works in progress including the Heritage Trail, Philander Lee tree being listed with Oregon Travel Experience, and adding City Hall to the national register. Oregon had nearly 2,000 places on the National Register. None were from Canby. City Hall was a Public Works Administration building. Seventeen PWA projects from Oregon were on the register. The process took about a year to get listed on the register. She explained the benefits of listing a property.

Ms. Stickel discussed heritage tourism and said 83% of leisure travelers in Oregon traveled to experience places, people, activities, and things that authentically represented past and present. She discussed the other benefits of listing the Philander Lee tree and City Hall, especially in getting Canby on the map and bringing people to the City.

There was consensus to move forward with listing City Hall on the national register.

ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Mr. Robinson said they were working on the Architect RFP for the Civic Center building and would be getting it out to interested parties in the next few weeks. The Public Works Director position would soon be posted. He participated in a Skype exit audit interview that day. It was a positive report, and they should be proud of the progress the City was making in compliance with standards in

financial reporting. The property purchase was closing for the new Civic Center on Friday. He attended a Friends of the Library meeting. He encouraged everyone to apply for annual membership to the Friends of the Library.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Resolution 1202.
3. Adopted Resolution 1203.
4. Approved Ordinance 1407 to come up for second reading on December 3, 2014.
5. Adopted Ordinance 1408.
6. Approved Ordinance 1409 to come up for second reading on December 3, 2014.
7. Staff would move forward with pursuing a historical register nomination for City Hall.

There was no Executive Session.

Mayor Hodson adjourned the meeting at 8:48 p.m.



Kimberly Scheafer, MMC
City Recorder



Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood