

**CANBY CITY COUNCIL
CITY COUNCIL WORK SESSION
April 2, 2014**

Presiding: Mayor Brian Hodson.

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

Staff Present: Amanda Zeiber, Interim City Administrator/HR Director; Joseph Lindsay, City Attorney; Bret Smith, Chief of Police; and Kim Scheafer, City Recorder.

Others Present: None.

Mayor Hodson called the Work Session to order at 6:30 p.m. in the City Hall Conference Room.

The Council met in a Work Session to discuss a proposed party host ordinance.

Bret Smith, Chief of Police, gave a background on the proposed ordinance. There was zero tolerance for minors and alcohol consumption and the ordinance would hold people responsible who were hosting these parties where minors were drinking.

Joseph Lindsay, City Attorney, explained how the ordinance would work. Citations could be up to \$1,000.

There was discussion regarding holding the juveniles responsible as well and whether there needed to be a new ordinance or just enhance the regulations already in place.

Councilor Parker suggested a public hearing to get input on it.

Councilor Hensley thought the definition of unruly gathering needed to be clarified.

Councilor Parker thought it would be important for the County to pass a similar ordinance for the unincorporated areas.

Staff would bring back a revised draft of the ordinance to the Council at a work session in July. The pieces to work on were adding other substances beyond alcohol, the number of people that constituted an unruly gathering, and the number of minors consuming the alcohol or substance.

Mayor Hodson adjourned the Work Session at 7:20 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
April 2, 2014**

Presiding: Mayor Brian Hodson.

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

Staff Present: Amanda Zeiber, Interim City Administrator/HR Director; Joseph Lindsay, City Attorney; Kim Scheafer, City Recorder; and Matilda Deas, Senior Planner.

Others Present: Bob Cornelius, Shauna Lugar, Russ Reinhard, Bob & Sheila Tice, Sarah Kingsborough, Don Kingsborough, Sherry Hutchinson, Dylan Hutchinson, Taxon Bruce, Steve Bruce, Eileen & Jim Dale, Tim Stuart, Joan Mize, and Tessy Mize.

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

National Library Week Proclamation – Mayor Hodson read a proclamation proclaiming April 13-19, 2014 as National Library Week.

Grange Month Proclamation – Mayor Hodson read a proclamation proclaiming April as Grange Month. The proclamation was accepted by Sarah Kingsborough. Ms. Kingsborough introduced audience members who were part of the grange. This year was the 140th anniversary of the local grange.

Child Abuse Prevention Month Proclamation – Mayor Hodson read a proclamation proclaiming April 2014 as Child Abuse Prevention Month. The proclamation was accepted by Shauna Lugar and Russ Reinhard.

Children's Center Presentation – Russ Reinhard, Children's Center Immediate Past Chair, said that one in ten children in the State of Oregon were sexually or physically abused, but only 10% were reported.

Shauna Lugar, Children's Center Development and Communications Director, said the Center was the child abuse assessment center that was designated to handle Clackamas County children. She gave examples of the kinds of work that was done at the Center and the children that were seen. The purpose of the proclamation was to help spread awareness of this issue.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: Matilda Deas, Senior Planner, said there would be a Clean-Up Day put on by Wilderness International from 9:30 AM to 12:30 PM on April 6 at Canby Community Park.

MAYOR'S BUSINESS: Mayor Hodson would be attending the C4 meeting on April 3 where road funding would be discussed. First Friday was this Friday. The *Canby Herald* published a Let's Get Acquainted business advertisement brochure.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Hensley stated she and Councilor Dale had formed a Political Action Committee called Civic Leaders for Civic Center to submit a Voters Pamphlet statement in support of the civic center measure on the May ballot.

Councilor Coleman said there would be a Canby Rodeo Board meeting next week. The Traffic Safety Commission would be meeting on Friday and Library Board would be meeting on Tuesday.

Councilor Dale attended the Municipal Audit and Financial Oversight Committee meeting. He thanked Councilor Parker for writing the statement for the Voters Pamphlet.

Councilor Parker pointed out the Council used their own money to pay for the Voters Pamphlet statement. He attended the Bicycle and Pedestrian Committee meeting where they had been working on maps of preferred routes for a future bicycle highway.

CONSENT AGENDA: **Councilor Dale moved to adopt the minutes of the March 19, 2014 City Council Work Session and Regular Meeting. Motion was seconded by Councilor Hensley and passed 5-0.

RESOLUTIONS & ORDINANCES: Resolution 1186 – Amanda Zeiber, Interim City Administrator/HR Director, said this resolution came to the Council annually. She explained the minor changes to the ADA Plan.

****Councilor Rider moved to adopt Resolution 1186, A RESOLUTION ADOPTING THE 2014 REVISED VERSION OF A DOCUMENT ENTITLED CANBY AREA TRANSIT – CITY OF CANBY AMERICANS WITH DISABILITIES (ADA) PLAN. Motion was seconded by Councilor Dale and passed 5-0.**

Ordinance 1397 – ****Councilor Coleman moved to adopt Ordinance 1397, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH EAGLE-ELSNER, INC. IN THE AMOUNT OF \$471,891.50 FOR N. JUNIPER STREET AND NE 9TH AVENUE ROADWAY IMPROVEMENTS; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Rider and passed 5-0 by roll call vote.**

NEW BUSINESS: Memorandum of Understanding IV with Canby Livability Coalition – Bob Tice, Canby Livability Coalition, discussed the previous MOU to develop park land on the corner of Holly and Territorial. He confirmed the plan for the park was part of the Park and Recreation Master Plan. He requested the MOU be approved.

Councilor Parker suggested that the Coalition meet with the Bicycle and Pedestrian Committee to talk about accommodations for cyclists at the park.

****Councilor Dale moved to have the Mayor sign the Memorandum of Understanding IV with the Canby Livability Coalition. Motion was seconded by Councilor Parker and passed 5-0.**

Discussion Regarding Banners Over Highway 99E – Ms. Deas said there were some concerns with the existing fence and rings that were welded on them. ODOT had required the fence, but it did not allow for larger banners. Staff had been brainstorming about how to create a banner system to make it easy to hang the banners and to keep the banners from vandalism. She recommended putting banners on the face of the bridge on the side towards Oregon City. The advantages were larger banners could be put up, less wind load on the banners, and the banners

could be locked away from vandals. However the cost was high, about \$10,000 to \$15,000. The alternate was to leave the system the way it was, but ODOT was not happy with it and the City would have to get approval to put banners on the chain link fence and there was no way to protect them from vandalism except to fence them off. There was also a process for applying for a permit to ODOT for each banner to be hung. A schedule of banners could be created and approved at one time. ODOT did not charge for the permits. She asked for direction on how to approach a fee and how to approach hanging the banners. Banners could be strung on cables across the highway as another option. Currently people paid \$100 for a banner to be hung and they had to have insurance for it.

Councilor Parker thought they should continue to allow banners and to support staff to continue researching it.

There was consensus for staff to research the three best solutions and how much they would cost and bring them back to Council.

Councilor Parker asked for the Finance Director to let the Council know how much was left in the Urban Renewal budget for possible funding of this program.

City Administrator Recruitment Options – Ms. Zeiber explained the five proposals for recruiting a City Administrator. Base rates ran from \$8,000 - \$25,000. The process for all the proposals was very similar. The one thing that must be done was developing a profile in an open session. There were pros and cons to doing the process in-house versus externally. It would be difficult to do a recruitment internally based on the current work load, although it would be less expensive. External recruitment would be the best for reaching out and soliciting candidates to apply. In all cases, candidates would be interviewed in June or July.

Councilor Parker recommended going with the League of Oregon Cities.

There was discussion regarding what kind of recruitment the Council wanted. There was consensus to stay with candidates in Oregon and involve the community as much as possible.

There was consensus for Ms. Zeiber to come back with a spreadsheet comparing the options and her recommendation on the top three.

ADMINISTRATOR'S BUSINESS & STAFF REPORTS: None.

There was consensus to cancel the April 16 City Council meeting.


CITIZEN INPUT: None.

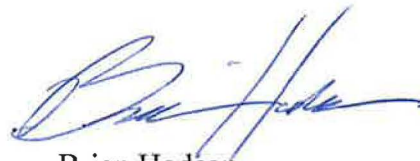
ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Resolution 1186.
3. Adopted Ordinance 1397.
4. Approved MOU IV with the Canby Livability Coalition.
5. Staff would continue to explore options and fees for banners across Highway 99E.
6. Ms. Zeiber would bring back her recommendation on the top three recruiting firms for the City Administrator recruitment.
7. Staff would notice the April 16 City Council meeting was cancelled.

There was no Executive Session.

Mayor Hodson adjourned the meeting at 8:51 p.m.


Kimberly Scheafer, MMC
City Recorder


Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood