

**CANBY CITY COUNCIL
CITY COUNCIL WORK SESSION
May 21, 2014**

Presiding: Mayor Brian Hodson.

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

Staff Present: Joseph Lindsay, City Attorney; Haley Fish, Finance Director; 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 receive a third quarter financial update.

Haley Fish, Finance Director, said that the quarter ended on March 31. Some of the projections showed they would exceed general revenues by \$125,000 which was due to a combination of property taxes and carry over. Planning revenue was expected to exceed the projections by 130% due to increased activity. Police personnel services would be over budget due to unexpected overtime. Library personnel services were down because of the vacant director position which was in next fiscal year's budget to fill the position. Parks SDC revenue was expected to be 190% over projections. The Transit fund was expected to exceed projections by 10%. She was planning to bring a Supplemental Budget to the Council in June. She then explained the Budget Committee meeting schedule. The next Municipal Audit and Financial Oversight Committee meeting was scheduled for May 28. She then discussed the new Delinquent Account Certification Fee in the Master Fee Schedule. The City was able to maintain the current service level for the Library for the next fiscal year.

Mayor Hodson adjourned the Work Session at 6:53 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
May 21, 2014**

Presiding: Mayor Brian Hodson.

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

Staff Present: Joseph Lindsay, City Attorney; Kim Scheafer, City Recorder; Renate Mengelberg, Economic Development Director; and Haley Fish, Finance Director.

Others Present: Bob Cornelius, Roger Reif, and Fred Kahut.

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.

Canby Disposal Fee Increase Presentation – Roger Reif, Canby Disposal Attorney, said the increase averaged 3.4 percent. A handout was given to the Council that showed how Canby rated compared to other carriers. He thought the Transfer Station was one of the reasons that costs were able to be kept low. The Kahut family were good managers and a family business. They did not come last year before the Council to ask for an increase.

The Council thanked Mr. Kahut for his management and employees.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None.

MAYOR'S BUSINESS: Mayor Hodson said the Civic Center ballot measure passed yesterday. He thanked the voters and Council for how well they pulled together along with the Friends of the Library and Library Board. An environmental study had been done on the outside of the property. The next step was to evaluate the inside of the buildings and negotiating the land purchase. There would be public input on the design process. City budget meetings were going to be held the next few Thursday evenings.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Rocha said the Parks and Recreation Advisory Board cancelled their meeting this month. The Fire Board was meeting that night regarding the Fire Chief recruitment process.

Councilor Hensley attended the Canby Adult Center Board meeting. They were getting a new kitchen and would be having a ribbon cutting after it was installed. She attended the Ford Family Foundation recruitment meeting last week. She thanked Bob Backstrom of the Riverside Neighborhood Association for his work on the Civic Center measure.

Councilor Dale was unable to attend the Canby Utility Board meeting. The Board was looking at using electronic devices for their meetings. He encouraged citizens to participate in the Budget Committee meetings. He thanked Canby for turning out and offering support at the polls for the Civic Center. He hoped that other cities looked at it to be encouraging and inspiring to ask people for their blessing on projects.

Councilor Parker attended the National Main Street Conference in Detroit. He would share more information later about what he learned about downtown reinvigoration.

Councilor Rider was unable to attend the Transit Advisory Committee meeting due to the City budget meeting.

CONSENT AGENDA: ****Councilor Dale moved to adopt the minutes of the April 9, 2014 City Council Special Meeting; minutes of the May 7, 2014 City Council Work Session and Regular Meeting; and appointment of Dick Templeman to the Traffic Safety Commission for a term to expire on June 30, 2015. Motion was seconded by Councilor Hensley and passed 5-0.**

PUBLIC HEARINGS: Update to Master Fee Schedule Including Updated Fees for Sanitary and Storm Sewer Service – Mayor Hodson read the public hearing format.

Haley Fish, Finance Director, reviewed the proposed changes to the Master Fee Schedule. New charges included Operating a Business Without a License Penalty Fee and a Delinquent Account Certification Fee. The Delinquent Account Certification Fee would allow the City to certify delinquent sewer accounts to the property tax rolls for collection. She also explained the fees for recovery of costs and a 5% increase for the sewer and storm water rates.

There was discussion regarding various fees.

Councilor Hensley asked if an increase in overdue fines was being discussed at the Library.

Ms. Fish said there had been no discussion, but she could do a cost study and come back with a recommendation.

Mayor Hodson asked staff to work with the Chamber to get the word out on the operating without a business license penalty fee.

There was further discussion regarding the reasons for the increase in the sewer rate.

Mayor Hodson opened the public hearing at 8:09 p.m.

Public Testimony: None.

Mayor Hodson closed the public hearing at 8:09 p.m.

TA 14-01 – Industrial Zone Changes – Mayor Hodson said this public hearing had been continued to the July 16, 2014 City Council Meeting.

RESOLUTIONS & ORDINANCES: Resolution 1185 – Ms. Fish said this was an administrative clarification. The Agency currently contracted for personnel and services. It was recommended by the previous URA Attorney.

****Councilor Dale moved to adopt Resolution 1185, A RESOLUTION ADOPTING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF CANBY AND THE CANBY URBAN RENEWAL AGENCY RELATING TO SERVICES TO BE PROVIDED BY THE CITY OF CANBY TO THE CANBY URBAN RENEWAL AGENCY. Motion was seconded by Councilor Hensley and passed 5-0.**

Resolution 1188 – ****Councilor Dale moved to adopt Resolution 1188, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANBY, OREGON, SETTING FEES FOR SERVICES INCLUDING UPDATED FEES FOR SANITARY AND STORM SEWER SERVICE. Motion was seconded by Councilor Rider and passed 5-0.**

Resolution 1190 – ****Councilor Rocha moved to adopt Resolution 1190, A RESOLUTION AUTHORIZING A RATE INCREASE AND ESTABLISHING A NEW RATE SCHEDULE FOR GARBAGE COLLECTION BY CANBY DISPOSAL WITHIN THE CITY OF CANBY. Motion was seconded by Councilor Dale and passed 5-0.**

Ordinance 1399 – Kim Scheafer, City Recorder, said the annual codification of the Canby Municipal Code would be done soon and this was a housekeeping ordinance to clean up some language.

****Councilor Hensley moved to approve Ordinance 1399, AN ORDINANCE DELETING CHAPTER 3.16 OF THE CANBY MUNICIPAL CODE (CMC), AMENDING CHAPTERS 5.04.150, 5.04.230 SECTION A, AND 8.04.100 to come up for second reading on June 4, 2014. Motion was seconded by Councilor Rocha and passed 5-0 on first reading.**

Ordinance 1401 – ****Councilor Dale moved to adopt Ordinance 1401, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH EAGLE-ELSNER, INC. IN THE AMOUNT OF \$444,865.80 WITH AUTHORIZATION TO EXPAND THE WORK SCOPE TO AN AMOUNT NOT TO EXCEED \$525,000.00 FOR CONSTRUCTION OF THE 2014 STREET MAINTENANCE PROGRAM; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Hensley and passed 5-0 by roll call vote.**

NEW BUSINESS: None.

ADMINISTRATOR'S BUSINESS & STAFF REPORTS: None.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Resolution 1185.
3. Adopted Resolution 1188.
4. Adopted Resolution 1190.
5. Approved Ordinance 1399 to come up for second reading on June 4, 2014.
6. Adopted Ordinance 1401.

There was no Executive Session.

Mayor Hodson adjourned the meeting at 8:23 p.m.



Kimberly Scheafer, MMC
City Recorder



Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood