

**CANBY CITY COUNCIL
CITY COUNCIL WORK SESSION
December 4, 2013**

Presiding: Mayor Brian Hodson

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

Staff Present: Greg Ellis, City Administrator; Joseph Lindsay, City Attorney; Bryan Brown, Planning Director; Renate Mengelberg, Economic Development Director; Jamie Stickel, Main Street Manager; and Kim Scheafer, City Recorder.

Others Present: None.

Mayor Hodson called the Work Session to order at 6:17 p.m. in the City Hall Conference Room.

The Council met in a Work Session to discuss Canby Municipal Code downtown floor area ratio/two story requirements.

Bryan Brown, Planning Director, reviewed the current Code language for the Downtown Overlay District adopted in 2001. The downtown plan intended to encourage two story development. The Code clearly needed to be amended as one sentence was wrong regarding the floor area ratio. It could be removed and two stories continued to be encouraged or a sentence could be added, "All buildings shall be two stories." Another option could be giving incentives for two stories. He gave reasons to have a two story requirement in the Code. This would achieve a mix of uses and unique look for downtown. He then discussed the definition of floor area ratio which he thought should be removed from the Code.

There was discussion regarding the pros and cons of one and two story buildings, what they were trying to accomplish, landscaping issues, and need for more flexibility in the Code. The Council had to decide if they wanted to stay with the vision of two story development downtown and if they wanted to give direction to the Planning Commission to carry forward that vision.

Renate Mengelberg, Economic Development Director, stated a priority gap in the economic development section of the Canby Community Vision was mixed office and/or residential over retail in the downtown zone. She thought two stories downtown was something the citizens wanted. She then discussed an optional Vertical Housing program.

Jamie Stickel, Main Street Manager, liked the idea of a second story and residential apartments downtown.

The Council would give direction to staff on this issue at the January 15 meeting.

Mayor Hodson adjourned the Work Session at 7:15 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
December 4, 2013**

Presiding: Mayor Brian Hodson

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

Staff Present: Greg Ellis, City Administrator; Joseph Lindsay, City Attorney; Bret Smith, Chief of Police; Rod Grafe, Canby Municipal Court Judge; Nolan Booth, Police Officer; Frank Schoenfeld, Police Detective/Sergeant; Tim Green, Police Sergeant; Jorge Tro, Police Lieutenant; and Kim Scheafer, City Recorder.

Others Present: Bob Cornelius, Robert Backstrom, Jason Padden, Lee Wiegand, Agnes Vanepnes, Lana Booth, Shelly & Bob Booth, Becky Holbrook, Cade Holbrook, Ian Holbrook, and Stephan Sveskmikov.

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

Community Food & Toy Drive Sponsored by Canby Kiwanis Proclamation – Mayor Hodson read a proclamation proclaiming December 15-21, 2013, as Canby Community Food and Toy Drive Week sponsored by Canby Kiwanis and presented it to Agnes Vanepnes. The Council gave their toy donations to Ms. Vanepnes.

Swearing In of New Police Officer – Bret Smith, Chief of Police, introduced Nolan Booth and spoke about his background.

Rod Grafe, Canby Municipal Court Judge, swore in Nolan Booth as a Canby Police Officer.

Mayor Hodson said there would not be an Executive Session after the meeting. The performance evaluation for the City Attorney had been moved to January 15.

Cade Holbrook, Ian Holbrook, and Stephan Sveskmikov, Troop 258, were in attendance to earn Citizenship in the Community merit badges.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: Lee Wiegand, Canby First Baptist Church, handed out prayer cards to the Council. The church appreciated what the Council did.

MAYOR'S BUSINESS: Mayor Hodson congratulated the Canby High School football team for a great season. Small Business Saturday was a great success. He welcomed Nature's Pet that just opened up in the Fred Meyer mall. He would not be attending the C4 meeting as there was a City Budget Committee Work Session that night.

Mayor Hodson said there would be a Work Session on January 15 to discuss the ballot title for a new library/civic building. He asked Mr. Lindsay if he needed anything else from the Council to prepare for it.

Joseph Lindsay, City Attorney, said his understanding was that it was for a yes/no vote for a library/civic center on 3rd Avenue. He would prepare something and get it out to the Council a week in advance.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Rider said on January 1 there would be two openings on the Planning Commission. Applications could be downloaded from the City's webpage, get one at City Hall, or contact the City Recorder. He gave a report on Canby Area Transit's ODOT audit and two new buses.

Councilor Parker reported on the last Historical Review Board meeting. The HRB was planning to organize a walking tour and would meet with the Bike and Pedestrian Committee to see about doing a joint tour.

Councilor Dale attended Nature's Pet ribbon cutting and reported the Canby Utility Board would have an opening at the end of February. Applications could be downloaded from the City's webpage, get one at City Hall, or contact the City Recorder

Councilor Coleman attended the Team Track Meeting. Canby was awarded a Transportation and Growth Management grant for analyzing the potential for a Team Track facility abutting the Pioneer Industrial Park. There would be a Budget Committee Work Session on December 5, Traffic Safety Commission meeting on December 6, and Library Board meeting on December 10.

Councilor Hensley announced the Light the Night event on December 6. First Friday started at 5 p.m. with the parade at 6:00 p.m. and the tree lighting at 6:30 p.m. She also announced the tree decoration contest for businesses downtown.

Councilor Rocha stated Canby Fire District ESCI just started their interview process. Hopefully in the next month they would have information on how to become more efficient. He also attended the Chamber of Commerce luncheon.

CONSENT AGENDA: **Councilor Dale moved to adopt the minutes of the November 20, 2013 City Council Work Session and Regular Meeting; appointment of Jason Padden to the City Budget Committee for a term to expire on June 30, 2014; and appointment of Robert Backstrom to the City Budget Committee for a term to expire on June 30, 2016. Motion was seconded by Councilor Rocha and passed 6-0.

RESOLUTIONS & ORDINANCES: Ordinance 1391 – **Councilor Hensley moved to adopt Ordinance 1391, AN ORDINANCE AMENDING CANBY MUNICIPAL CODE CHAPTER 3.24 PUBLIC TRANSPORTATION PAYROLL AND SELF-EMPLOYMENT TAX. Motion was seconded by Councilor Dale and passed 6-0 by roll call vote.

Ordinance 1392 – Greg Ellis, City Administrator, explained this contract would be for engineering services for the improvements to the Wastewater Treatment Plant to be done over the next few years.

****Councilor Dale moved to approve Ordinance 1392, AN ORDINANCE AUTHORIZING THE CITY OF CANBY TO ENTER INTO A CONTRACT WITH CURRAN-MCLEOD, INC. CONSULTING ENGINEERS FOR ENGINEERING SERVICES REGARDING 2014 WASTEWATER TREATMENT PLANT IMPROVEMENTS; AND DECLARING AN EMERGENCY to come up for second reading on January 15, 2014. Motion was seconded by Councilor Rider and passed 6-0.**

NEW BUSINESS: Cancellation of December 18, 2013 and January 2, 2014 City Council Meetings – Mayor Hodson had spoken with the City Administrator and City Recorder and there were no items for the upcoming agendas for the meetings on December 18 and January 2.

Council consensus was to cancel the December 18, 2013, and January 2, 2014, City Council Meetings.

ADMINISTRATOR'S BUSINESS & STAFF REPORTS: None.

CITIZEN INPUT: Bob Cornelius, Canby citizen, thanked the City Council and City staff for all the fine work they did to make Canby the wonderful City it was. He wished everyone a Merry Christmas.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Ordinance 1391.
3. Approved Ordinance 1392 to come up for second reading on January 15, 2014.
4. Cancelled the December 18, 2013 and January 2, 2014 City Council meetings.

Mayor Hodson wished everyone a Merry Christmas.

There was no Executive Session.

Mayor Hodson adjourned the Regular Meeting at 8:08 p.m.



Kimberly Scheafer, MMC
City Recorder



Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood