

**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
August 21, 2013**

**Presiding:** Council President Tim Dale. Mayor Brian Hodson was absent.

**Council Present:** Traci Hensley, Clint Coleman, Greg Parker, and Ken Rider.

**Staff Present:** Greg Ellis, City Administrator; Joseph Lindsay, City Attorney, and Kim Scheafer, City Recorder.

**Others Present:** Bob Cornelius, Bev Doolittle, John & Maureen Ludlow, Sean Hawkins, Glen Lovell, Djerya Hawkins, Ben Lovell, and Kyle Knowlden.

**CALL TO ORDER:** Council President Dale called the Regular Meeting to order at 6:00 p.m. in the City Hall Conference Room.

**\*\*Councilor Parker moved to go into Executive Session pursuant to ORS 192.660(2)(i) Performance Evaluation Of Public Officer and ORS 192.660(3) Labor Negotiations. Motion was seconded by Councilor Hensley and passed 5-0.**

**OPENING CEREMONIES:** Council President Dale reconvened the Regular Meeting at 7:30 p.m. in the Council Chambers followed by the opening ceremonies.

**COMMUNICATIONS:** None.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** Sean Hawkins, Scout Master of Troop 400, said they were observing the meeting that night.

Bev Doolittle, Chamber of Commerce Executive Director, said this was Canby's Big Weekend. Movies in the Park would be held on Friday night at Wait Park. The Chamber would be hosting a breakfast in the park from 7 a.m. – 10 a.m. while everyone was getting ready for the Cruise-In. It would also be the opening of the Swan Island Dahlia Festival. A flier listing all of the events was available at local businesses.

John Ludlow, Clackamas County Board of Commissioners Chair, said Canby was his area of outreach. If anyone wanted to contact him they could do so at the County offices or at [jludlow@clackamas.us](mailto:jludlow@clackamas.us).

**MAYOR'S BUSINESS:** Council President Dale said the Mayor could not be in attendance at the meeting that night.

**COUNCILOR COMMENTS & LIAISON REPORTS:** Councilor Hensley attended First Friday, Bridging Cultures event, Slice of Summer concerts, participated in the music auditions for Indie Backroads, and participated in the Kiddie Kapers parade. She announced the Kiss Summer Goodbye Dance Party on September 7. Volunteers were needed for a Main Street Arts and Cultural Advisory Committee.

Councilor Coleman said the Clackamas County Fair and Rodeo had great attendance. A record was set on opening night in the barrel racing. He would be volunteering as a car show judge at the

Cruise-In, attending the Planning Commission meeting on August 26, and the Traffic Safety Commission meeting on September 13.

Council President Dale attended the Indie Backroads taping and Clackamas County Fair, rodeo, and demolition derby. Bonneville Power Administration was increasing the price of wholesale power and transmission rates and Canby Utility was in their rate increase process right now.

Councilor Parker said the Main Street program had begun its own promotions through the Kiss the Summer Goodbye event. He attended Ackerman Middle School this weekend during the Soccer Tournament and met people from Washington who were staying in Wilsonville. He thought a new feasibility study should be done for a hotel in Canby.

Councilor Rider said Canby Area Transit cancelled their August meeting and he was unable to attend the Library Board meeting as he was volunteering at the Fair. He also attended the rodeo and Indie Backroads taping.

**CONSENT AGENDA: \*\*Councilor Hensley moved to adopt minutes of the August 7, 2013 City Council Work Session and Regular Meeting. Motion was seconded by Councilor Coleman and passed 5-0.**

**RESOLUTIONS & ORDINANCES:** Resolution 1171 – Council President Dale gave a background on the Council goals and values.

Councilor Parker said this year the process was more robust and they had participated in it more.

**\*\*Councilor Rider moved to adopt Resolution 1171, A RESOLUTION ADOPTING THE CITY COUNCIL VALUES AND GOALS. Motion was seconded by Councilor Hensley and passed 5-0.**

Resolution 1172 – Kim Scheafer, City Recorder, said this resolution codified all the ordinances that had been adopted over the last year that affected the Canby Municipal Code.

**\*\*Councilor Parker moved to adopt Resolution 1172, A RESOLUTION CODIFYING AND COMPILING CERTAIN EXISTING GENERAL ORDINANCES FOR THE CITY OF CANBY. Motion was seconded by Councilor Hensley and passed 5-0.**

**NEW BUSINESS:** Amendment to City Administrator Employment Contract – **\*\*Councilor Parker moved to adopt the Amendment to the City Administrator Employment Contract. Motion was seconded by Councilor Coleman and passed 5-0.**

Amendment to Municipal Judge Employment Contract – **\*\*Councilor Hensley moved to adopt the Amendment to the Municipal Judge Employment Contract. Motion was seconded by Councilor Rider and passed 5-0.**

**ADMINISTRATOR'S BUSINESS & STAFF REPORTS:** None.

**CITIZEN INPUT:** None.


## **ACTION REVIEW:**

1. Approved the Consent Agenda.
2. Adopted Resolution 1171.
3. Adopted Resolution 1172.
4. Adopted the employment contract amendments for the City Administrator and Municipal Judge.

Council President Dale adjourned the meeting at 8:00 p.m.



Kimberly Scheafer, MMC  
City Recorder



Tim Dale  
Council President

Assisted with Preparation of Minutes - Susan Wood

**AMENDMENT TO EMPLOYMENT CONTRACT**  
**Municipal Judge**

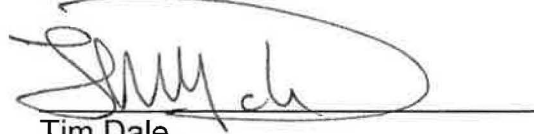
**This Amendment**, dated August 21, 2013, to the Contract for Professional Services of a Municipal Judge dated January 16, 2008 between the City of Canby, Oregon, a Municipal Corporation, and Rodney H. Grafe, is intended to memorialize negotiations between the parties regarding a seven and a half percent (7.5%) merit increase in base salary.

Paragraph c of Section 4, of the current employment contract is amended by changing the amount of the base salary to \$3792.60 per month, effective retroactive to January 1, 2013, representing a merit increase of 7.5% and continuing at said base salary until further amended in accordance with the provisions of this paragraph.

All other terms and conditions of the current employment agreement remain in full force and effect.

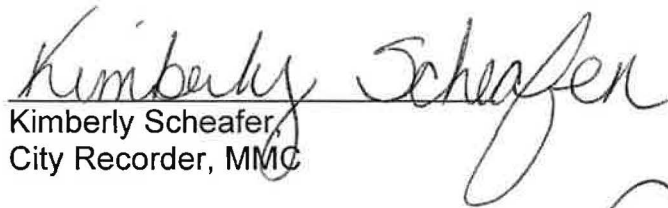
**IN WITNESS WHEREOF**, the undersigned have executed this Amendment to Employment Contract the day and year first written above.

**CITY OF CANBY:**

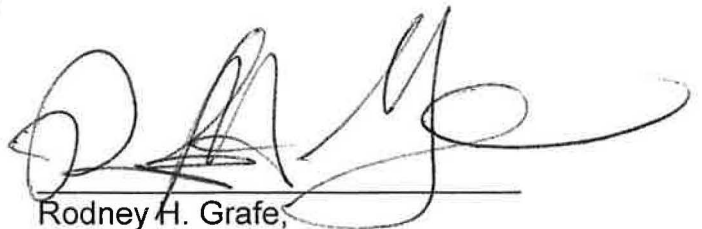


Tim Dale,  
Council President

**ATTEST:**



Kimberly Scheafer,  
City Recorder, MMC



Rodney H. Grafe,  
Canby Municipal Judge

**AMENDMENT TO EMPLOYMENT CONTRACT**  
**City Administrator**

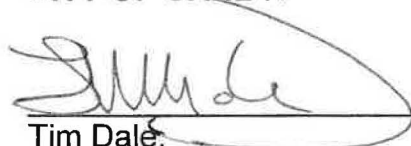
**This Amendment**, dated August 21, 2013, to the Employment Agreement dated May 5, 2010, between the City of Canby, Oregon, a Municipal Corporation, and Greg Ellis, is intended to memorialize negotiations between the parties regarding a two point three percent (2.3%) cost of living increase in base salary, and increasing the vacation accrual rate by an amount equivalent to an additional forty (40) hours per year.

Section 5 of the current employment agreement is amended by changing the amount of the base salary to \$133,980.26 per year, effective retroactive to April 26, 2013, representing a cost of living increase of 2.3% and continuing at said base salary until further amended in accordance with the provisions of this paragraph. Section 12 of the current employment agreement is amended by adding 40 additional hours of vacation accrual per year, and continuing at said vacation accrual rate until further amended in accordance with the provisions of this paragraph.

All other terms and conditions of the current employment agreement remain in full force and effect.

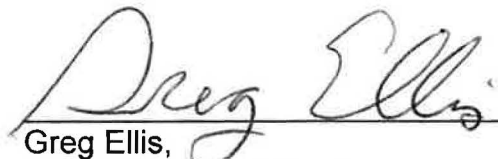
**IN WITNESS WHEREOF**, the undersigned have executed this Amendment to Employment Agreement the day and year first written above.

**CITY OF CANBY:**

  
\_\_\_\_\_  
Tim Dale,  
Council President

**ATTEST:**

  
\_\_\_\_\_  
Kimberly Scheafer,  
City Recorder, MMC

  
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Greg Ellis,  
Canby City Administrator