

**CANBY CITY COUNCIL
WORK SESSION MINUTES
June 20, 2012**

Presiding: Mayor Randy Carson

Council Present: Rich Ares, Traci Hensley, Brian Hodson, Walt Daniels, Greg Parker, and Tim Dale.

Staff Present: Greg Ellis, City Administrator; Joseph Lindsay, City Attorney; Darvin Tramel, Environmental Services Manager; Bryan Brown, Planning Director; Renate Mengelberg, Economic Development Director; and Kim Scheafer, City Recorder.

Others Present: Ray Bartlett.

Mayor Carson called the Work Session to order at 6:35 p.m. in the City Hall Conference Room.

The Council met in a Work Session to discuss new SDC fees for stormwater and sewer.

Ray Bartlett, Economic and Financial Analysis, Inc., gave a PowerPoint presentation on the proposed new fees. He gave a background on the sewer SDC for residential based on meter size. He then discussed the stormwater SDC for residential based on average daily trips and compared both fees with other jurisdictions. The SDCs would be decreased by about \$300.

Darvin Tramel, Environmental Services Manager, stated the Stormwater Master Plan would be updated in the next fiscal year.

There was discussion regarding SDCs for industrial land.

The Council consensus was to have Mr. Bartlett attend the Council meeting to answer any questions about the SDCs.

Mr. Tramel discussed the adoption of Public Works design standards to include low impact development standards to reduce the environmental impacts of development.

Councilor Parker asked that complaints be tracked over the next year to see how the design standards worked.

Mayor Carson adjourned the Work Session at 7:24 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
June 20, 2012**

Presiding: Mayor Randy Carson

Council Present: Rich Ares, Traci Hensley, Brian Hodson, Walt Daniels, Greg Parker, and Tim Dale.

Staff Present: Greg Ellis, City Administrator; Joseph Lindsay, City Attorney; Sue Engels, Finance Director; Darvin Tramel, Environmental Services Manager; Julie Wehling, Transit Director; Matilda Deas, Senior Planner; Renate Mengelberg, Economic Development Director; Bryan Brown, Planning Director; Dan Drentlaw, Urban Renewal Project Manager; and Kim Scheafer, City Recorder.

Others Present: Ray Bartlett, Dell Donoho, Steve & Millie Williams, Duane Stoner, Lisa Weygandt, Bob Cornelius, Bev Doolittle, and Charles Burden.

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

MV Transportation Presentation of Driver Safety Award – Julie Wehling, Transit Director, said transit drivers were employed by a subcontractor called MV Transportation and gave background on the company.

Dell Donoho, MV Operations Manager, presented Canby Area Transit bus driver Steve Williams with the Katherine McClary Division Operator of the Quarter Award. He spoke about the purpose of the award program and the excellent service and caring attitude Mr. Williams had exhibited.

Canby Fire District #62 “Fill-the-Boot” Day Proclamation – Mayor Carson read a proclamation declaring July 28, 2012 as Canby Fire District #62 “Fill-the-Boot” Day and presented it to Duane Stoner.

Mr. Stoner spoke about the past donations to the program and encouraged everyone to contribute.

Presentation on New SDC Fees for Stormwater and Sewer – Ray Bartlett, Financial Consultant with Economic and Financial Analysis, explained the changes to the Sewer SDC which would be slightly decreased and Stormwater SDC, which would be increased. Together the SDCs would decrease from \$2,671 for a single family residence to \$2,372.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None.

MAYOR’S BUSINESS: Mayor Carson attended the Shimadzu open house on June 7, C4 Committee meeting, and the ribbon cutting for Bricks and Minifigs.

COUNCILOR COMMENTS & LIAISON REPORTS:

Councilor Ares said the Parks and Recreation Advisory Board decided to proceed with the first phase of expanding the parking lot at Eco Park. He explained the project and contract award.

Councilor Hensley stated Canby’s Library Director Penny Hummel was elected Vice President/President-Elect of the Oregon Library Association. Her three-year term on the OLA Board would begin this September and she would assume the presidency of OLA in September 2013.

Councilor Hodson attended the C4 meeting where transportation was discussed, Shimadzu Open House, and ribbon cutting for Bricks and Minifigs. He announced the Chamber Golf Tournament was scheduled for July 13.

Councilor Daniels said the Historical Society would be holding a breakfast fundraiser on July 4 at Knight Elementary School.

Councilor Parker also attended the Shimadzu Open House. He was meeting regularly with the new Main Street Manager.

Councilor Dale also attended the Shimadzu opening. Canby Utility Board had started their budget cycle and the lease had been signed for the new substation property.

CONSENT AGENDA: **Councilor Daniels moved to adopt the minutes of the June 6, 2012 City Council Work Session & Regular Meeting; reappointment of Daniel Stearns to the City Budget Committee for a term to expire on June 30, 2015; and appointment of Mariah Laitinen and Francisco Flores to the Transit Advisory Committee for terms to expire on March 31, 2015. Motion was seconded by Councilor Hodson and passed 6-0.

PUBLIC HEARING: State Revenue Sharing Funds –

Mayor Carson opened the public hearing at 7:55 p.m.

Sue Engels, Finance Director, said the City used the State revenue as contingency and the gas tax went into the street fund.

Public Testimony: None.

Mayor Carson closed the public hearing at 7:58 p.m.

2012-2013 Fiscal Year Budget –

Mayor Carson opened the public hearing at 7:58 p.m.

Ms. Engels said the Budget Committee approved the budget as presented.

Councilor Hensley asked about the increase in the contingency from what was approved.

Ms. Engels said it was because the estimate of the carryover was slightly improved from what was anticipated.

Public Testimony: None.

Mayor Carson closed the public hearing at 8:00 p.m.

Amending Methodologies and Fees for Sanitary Sewer and Stormwater SDCs –

Mayor Carson opened the public hearing at 8:00 p.m.

Councilor Ares said the Council had a Work Session prior to the meeting and it was important to

note that when comparing Canby to other areas, Canby was in the lower quartile and that kept them very competitive.

Public Testimony: None.

Mayor Carson closed the public hearing at 8:03 p.m.

RESOLUTIONS & ORDINANCES: Resolution 1132 – **Councilor Ares moved to adopt Resolution 1132, A RESOLUTION VERIFYING THAT THE CITY OF CANBY HAS MET THE REQUIREMENTS TO RECEIVE REVENUES FROM CIGARETTE, GAS AND LIQUOR TAXES. Motion was seconded by Councilor Hensley and passed 6-0.

Resolution 1133 – **Councilor Daniels moved to adopt Resolution 1133, A RESOLUTION ADOPTING THE BUDGET, MAKING APPROPRIATIONS, AND IMPOSING AND CATEGORIZING TAX FOR THE 2012-2013 FISCAL YEAR. Motion was seconded by Councilor Ares and passed 6-0.

Resolution 1134 – **Councilor Ares moved to adopt Resolution 1134, A RESOLUTION AMENDING THE METHODOLOGIES AND FEES FOR SANITARY SEWER AND STORMWATER SYSTEM DEVELOPMENT CHARGES. Motion was seconded by Councilor Hodson and passed 6-0.

Resolution 1135 – **Councilor Hensley moved to adopt Resolution 1135, A RESOLUTION ADOPTING THE 2012 REVISED PUBLIC WORKS DESIGN STANDARDS. THESE STANDARDS ARE FOR THE DESIGN OF PUBLIC INFRASTRUCTURE INCLUDING STREETS, SANITARY SEWER AND STORMWATER COLLECTION SYSTEMS. Motion was seconded by Councilor Dale and passed 6-0.

Resolution 1136 – Ms. Engels spoke about the requirements of Oregon Budget Law and how they could not go over the amount appropriated for an entire category. She reviewed each transfer item.

****Councilor Hensley moved to adopt Resolution 1136, A RESOLUTION AUTHORIZING TRANSFERS OF APPROPRIATIONS FROM EXISTING CATEGORIES TO OTHER EXISTING CATEGORIES WITHIN THE GENERAL, TECHNICAL SERVICES AND SWIM CENTER LEVY FUNDS. Motion was seconded by Councilor Daniels and passed 6-0.**

Ordinance 1358 – **Councilor Ares moved to adopt Ordinance 1358, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO PURCHASE TWO (2) VEHICLES FOR CANBY AREA TRANSIT FROM GILLIG LLC UTILIZING THE ASSIGNABILITY PROVISION OF CONTRACT 09-C05 BETWEEN THE CENTRAL FLORIDA TRANSPORTATION AUTHORITY D/B/A LYNX AND GILLIG LLC OF CALIFORNIA. Motion was seconded by Councilor Hensley and passed 6-0 by roll call vote.

Ordinance 1359 – **Councilor Dale moved to adopt Ordinance 1359, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH EAGLE-ELSNER, INC. IN THE AMOUNT OF \$534,435.00 FOR CONSTRUCTION OF THE 2012 STREET MAINTENANCE PROGRAM; AND

DECLARING AN EMERGENCY. Motion was seconded by Councilor Hensley and passed 6-0 by roll call vote.

Ordinance 1360 – ****Councilor Ares moved to adopt Ordinance 1360, AN ORDINANCE DECLARING THE CITY’S ELECTION TO RECEIVE STATE REVENUE FOR FISCAL YEAR 2012-2013 to come up for second reading on July 18, 2012.** Motion was seconded by Councilor Daniels and passed 6-0 on first reading.

NEW BUSINESS: Cancellation of July 5 City Council Meeting – ****Councilor Daniels moved to cancel the July 5 City Council Meeting.** Motion was seconded by Councilor Hensley and passed 6-0.

CITY ADMINISTRATOR’S BUSINESS & STAFF REPORTS: Greg Ellis, City Administrator, announced paving of the street at the Fairgrounds as well as sidewalk improvements would start next week.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Resolution 1132.
3. Adopted Resolution 1133.
4. Adopted Resolution 1134.
5. Adopted Resolution 1135.
6. Adopted Resolution 1136.
7. Adopted Ordinance 1357.
8. Adopted Ordinance 1359.
9. Approved Ordinance 1360 to come up for second reading on July 18, 2012.
10. Cancelled the July 5 City Council Meeting.

There was no Executive Session.

Mayor Carson adjourned the Regular Meeting at 8:20 p.m.



Kimberly Scheafer, MMC
City Recorder



Randy Carson
Mayor

Assisted with Preparation of Minutes - Susan Wood