

**CANBY CITY COUNCIL
WORK SESSION MINUTES
June 15, 2011**

Presiding: Mayor Randy Carson.

Council Present: Rich Ares, Traci Hensley, Jason Padden, Walt Daniels, and Greg Parker.

Staff Present: Greg Ellis, City Administrator; Sue Engels, Finance Director; and Kim Scheafer, City Recorder.

Others Present: Rob Moody, Ron Berg, and Roger Skoe.

Mayor Carson called the Work Session to order at 6:00 p.m. in the City Hall Conference Room to discuss GASB 54 requirements.

Rob Moody of TKW spoke to the Council about compliance with GASB 54. This was a reporting standard and only applied to the financial statements that were audited and issued externally. He explained the standard and how it applied to the City's budget. He then discussed what policies needed to be made to comply, such as committing revenues for a specific purpose and identifying someone to assign resources.

Mr. Moody discussed the benefits of putting unappropriated ending fund balances into contingency funds. Staff recommended making this change in the budget and would discuss it at the public hearing that night.

Mayor Carson adjourned the Work Session at 6:50 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
June 15, 2011**

Presiding: Mayor Randy Carson.

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

Staff Present: Greg Ellis, City Administrator; John Kelley, City Attorney; Bryan Brown, Planning Director; Sue Engels, Finance Director; Bret Smith, Police Chief, Jorge Tro, Police Lieutenant; and Kim Scheafer, City Recorder.

Others Present: Tim Dale, Darren Monen, JillMarie Wiles, Ron Berg, Roger Skoe, Lila Gottman, Bob & Sheila Tice, Brian Ashby, Dennis Bigham, and Buzz Weygandt.

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

Canby Livability Day Proclamation – Mayor Carson presented Bob Tice with a proclamation proclaiming the fourth Sunday in June as Canby Livability Day.

Mr. Tice invited citizens to the clean-up day activities happening on June 26.

Canby Fire District #62 “Fill-the-Boot” Day Proclamation – Mayor Carson presented Dennis Bigham with a proclamation proclaiming July 30, 2011 as Canby Fire District #62 “Fill-the-Boot” Day in Canby.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: Lila Gottman, General Canby Day, Inc., announced the festivities on the 4th of July. Signs with the Mayor and Councilors’ names would be available to put on vehicles in the parade. She explained how General Canby Day started out as volunteers, then became a City committee, and then became a non-profit.

MAYOR’S BUSINESS: Mayor Carson reported on the ribbon cutting ceremony at Pappy’s Greasy Spoon, Clackamas County Coordinating Committee meeting, Shimadzu groundbreaking, Bike Rodeo, and Aurora Airport meeting.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Ares said on June 30 the Neighborhood Associations would hold a joint meeting at Hope Village at 6:30 p.m. to discuss Urban Renewal.

Councilor Padden attended the Library Board meeting. This would be his last Council meeting.

Councilor Daniels said the Historical Society was selling flower maps. He reviewed the changes to the Transit service due to a reduction in funds.

Councilor Hodson welcomed home Zach Utley who had been serving in Afghanistan. The Chamber was holding their annual golf tournament on July 15.

Mayor Carson said there would a meeting on June 20 regarding the First Avenue redevelopment at 6 p.m. at Cutsforths Town Hall.

CONSENT AGENDA: ****Councilor Daniels moved to adopt the minutes of the June 1, 2011 City Council Work Session and Regular Meeting. Motion was seconded by Councilor Padden and passed 6-0.**

PUBLIC HEARINGS: Noise Variance for Sidewinder, Inc. dba The Wild Hare Saloon & Café – Kim Scheafer, City Recorder, said the applicant was requesting a noise variance for July 23 and August 19 and 20. The City had not received any public comment regarding the request and a notice was mailed to property owners within 200 feet.

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

Public Comments: None

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

****Councilor Ares moved to grant a Noise Variance to the Wild Hare Saloon & Café on July 23, 2011 between the hours of 7 p.m. and 12:00 a.m. and on August 19 and 20, 2011 between the hours of 9 p.m. and 1 a.m. to allow them to provide live music outside located at 1190 SW First Avenue. Motion was seconded by Councilor Hodson and passed 6-0.**

State Revenue Sharing Funds –

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

Public Comments: None

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

Resolution 1101 – ****Councilor Ares moved to adopt Resolution 1101, 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 Hodson and passed 6-0.**

2010-2011 Fiscal Year Supplemental Budget –

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

Sue Engels, Finance Director, said if the City received more income than anticipated and wanted to spend it, they needed to appropriate it. The revenue from AAA came in at a greater rate. There was also an adjustment in the funds to cover expenditures larger than anticipated for Fleet Services.

Public Comments: None

Mayor Carson closed the public hearing at 8:04 p.m.

Resolution 1102 – ****Councilor Padden moved to adopt Resolution 1102, A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET FOR THE 2010-2011 FISCAL YEAR. Motion was seconded by Councilor Hensley and passed 6-0.**

2011-2012 Fiscal Year Budget – Ms. Engels recommended there not be unappropriated ending fund balances in Administration, Library, Street, Cemetery Perpetual Care, and Swim Center Levy. These funds would be combined with contingency funds.

There was discussion regarding requests for funding or change in funding for service organizations. There was Council consensus that the budget was too tight to include any of the requests.

Mayor Carson opened the public hearing at 8:14 p.m.

Public Comments: None

Mayor Carson closed the public hearing at 8:14 p.m.

Resolution 1103 – ****Councilor Daniels moved to adopt Resolution 1103, A RESOLUTION ADOPTING THE BUDGET, MAKING APPROPRIATIONS, AND IMPOSING AND CATEGORIZING TAX FOR THE 2011-2012 FISCAL YEAR and combining unappropriated ending funds balances and merging them with contingency funds as advised by staff. Motion was seconded by Councilor Hensley and passed 5-0 with Councilor Padden abstaining.**

RESOLUTIONS & ORDINANCES: Resolution 1104 – ****Councilor Ares moved to adopt Resolution 1104, A RESOLUTION EXTENDING THE CITY OF CANBY'S WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF CANBY AND REPEALING RESOLUTION 1066. Motion was seconded by Councilor Daniels and passed 6-0.**

Resolution 1105 – ****Councilor Padden moved to adopt Resolution 1105, A RESOLUTION ADOPTING AN INTERAGENCY AGREEMENT BETWEEN THE CITY OF CANBY AND THE CANBY SWIM CLUB, INC. Motion was seconded by Councilor Hodson and passed 6-0.**

Resolution 1106 – Ms. Engels explained the funds to be closed no longer served a purpose and earnings were no longer coming in. The funds would be transferred to the General Fund and whatever obligations were left became General Fund obligations.

****Councilor Hensley moved to adopt Resolution 1106, A RESOLUTION CLOSING TWO CITY FUNDS AND DEPOSITING THEIR ENDING BALANCES INTO THE GENERAL FUND. Motion was seconded by Councilor Ares and passed 6-0.**

Resolution 1107 – Ms. Engels said this fund was in the budget and would be an internal service fund to track what it cost the City to maintain its buildings.

****Councilor Daniels moved to adopt Resolution 1107, A RESOLUTION ESTABLISHING A FACILITIES FUND FOR THE CITY OF CANBY. Motion was seconded by Councilor Hodson and passed 6-0.**

Resolution 1108 – Ms. Engels said this fund would service the debt of all the funds for the City except the sewer combined fund to better track what the City had in long term debt.

****Councilor Ares moved to adopt Resolution 1108, A RESOLUTION ESTABLISHING A DEBT SERVICE FUND FOR THE CITY OF CANBY. Motion was seconded by Councilor Hensley and passed 6-0.**

Resolution 1109 – Ms. Engels said this would formalize the purposes and uses of the Cemetery Perpetual Care Fund.

****Councilor Padden moved to adopt Resolution 1109, A RESOLUTION COMMITTING THE FUND BALANCE OF THE CEMETERY PERPETUAL CARE FUND TO THE**

PURPOSES AND USES FOR WHICH THE FUND WAS ESTABLISHED. Motion was seconded by Councilor Ares and passed 6-0.

Ordinance 1343 – Ms. Scheafer said that changes had been made to the contract after the first reading.

John Kelley, City Attorney, reviewed the changes. Most of the additions to the contract were in the RFP and the RFP by reference was incorporated into the contract. The contractor wanted specific language on the front page of the contract. He had no problem with the additions requested.

****Councilor Daniels moved to approve Ordinance 1343, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH MV TRANSPORTATION, INC OF FAIRFIELD, CALIFORNIA FOR PROVIDING TRANSIT OPERATIONS FOR CANBY AREA TRANSIT (CAT); AND DECLARING AN EMERGENCY to come up for second reading on July 6, 2011. Motion was seconded by Councilor Padden and passed 6-0 on first reading.**

Ordinance 1344 – ****Councilor Padden moved to adopt Ordinance 1344, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH EAGLE-ELSNER, INC. IN THE AMOUNT OF \$709,768.00 FOR CONSTRUCTION OF THE 2011 STREET MAINTENANCE AND RESURFACING PROGRAM; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Daniels and passed 6-0 by roll call vote.**

Ordinance 1345 – ****Councilor Ares moved to approve Ordinance 1345, AN ORDINANCE DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUE FOR FISCAL YEAR 2011-2012 to come up for second reading on July 6, 2011. Motion was seconded by Councilor Daniels and passed 6-0 on first reading.**

NEW BUSINESS: Mayor Carson thanked Councilor Padden for his work on the Council the last two and half years.

Councilor Parker also expressed his appreciation to Councilor Padden.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: None.

CITIZEN INPUT: None.

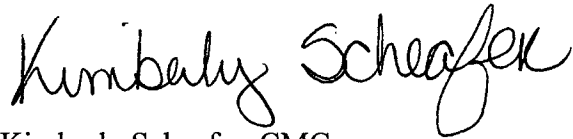
ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Resolution 1101.
3. Adopted Resolution 1102.
4. Adopted Resolution 1103.
5. Adopted Resolution 1104.
6. Adopted Resolution 1105.
7. Adopted Resolution 1106.
8. Adopted Resolution 1107.

9. Adopted Resolution 1108.
10. Adopted Resolution 1109.
11. Approved Ordinance 1343 to come up for second regarding on July 6, 2011.
12. Adopted Ordinance 1344.
13. Approved Ordinance 1345 to come up for second regarding on July 6, 2011.

There was no Executive Session.

Mayor Carson adjourned the Regular Meeting at 8:36 p.m.



Kimberly Scheafer, CMC
City Recorder



Randy Carson
Mayor

Assisted with Preparation of Minutes - Susan Wood