

**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
September 7, 2011**

**Presiding:** Mayor Randy Carson

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

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

**Others Present:** Steve Donovan, Fred Kahut, Irene Breshears, Laura Sattler, Bob Cornelius, Greg Perez, Kevin Batridge, Pam Seelye, and Cheryl Snow.

**CALL TO ORDER:** Mayor Carson 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)(h) Pending Litigation. Motion was seconded by Councilor Hensley and passed 5-0.**

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**CANBY CITY COUNCIL  
WORK SESSION MINUTES  
September 7, 2011**

**Presiding:** Mayor Randy Carson.

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

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

**Others Present:** None.

Mayor Carson called the Work Session to order at 6:40 p.m. in the City Hall Conference Room to discuss replacement of the retiring City Attorney.

John Kelley, City Attorney, referred to his memo and discussed the civil and criminal duties of the City Attorney.

There was discussion regarding the recruitment process and whether or not to go with a firm or have in-house counsel.

There was consensus to have in-house counsel and to send out a notice on the Bar Bulletin, City Attorney Listserv, and County Listserv that the City was looking for a new City Attorney.

Mayor Carson adjourned the Work Session at 7:10 p.m.

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

POW/MIA Recognition Day Proclamation – Mayor Carson read a proclamation proclaiming September 17, 2011 as POW/MIA Recognition Day in Canby.

Presentation on Commercial Food Waste Recycling Program – Steve Donovan, Donovan Enterprises, Inc., said he was a consultant for Canby Disposal. He presented information about the current yard debris collection and a new commercial food waste recycling program. Rollout date for the program would be October 1. It will be a voluntary program and the target customers would be restaurants, institutions with foodservice operation, and grocery stores. He explained what happened to the food waste, the economics and incentives, and policy considerations of the program.

Presentation by Laura Sattler Regarding Formation of Arts Commission – Laura Sattler gave her background and the various projects she had been involved with in the City. She had been a representative of the Canby Arts Association for the past six years. She gave the mission statement for the Canby Arts Association and how they had promoted art in Canby.

Cheryl Snow, Executive Director of the Clackamas County Art Alliance, spoke about the value of an Arts Commission, especially how it brought tourism and economic development. She encouraged the Council's support in creating an Arts Commission.

Councilor Ares thought the Commission should be a minimum of five members to a maximum of nine members, and clarified that the Commission would advise and assist the City Council.

There was further discussion on the role of the Commission with the City and community and the need to include representation of existing organizations.

The consensus of the Council was to allow for citizen feedback before passing the resolution.

**COMMUNICATIONS:** None.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** Kevin Batridge, Chair of the Bike and Pedestrian Committee, said they needed a new staff liaison to the committee and a place to meet. They planned to resume the meetings the last Tuesday of each month. The Committee had stated support in a letter to the Urban Renewal Agency regarding the improvements on the Logging Road. As a resident of N Locust Street, he wanted to know when an open street cut filled with gravel on N Locust would be paved.

Greg Ellis, City Administrator, said the City was aware of the problem and had been in contact with Canby Utility to get it paved.

**MAYOR'S BUSINESS:** Mayor Carson attended First Friday last week.

**COUNCILOR COMMENTS & LIAISON REPORTS:** Councilor Ares met with Clackamas County Commissioner Savas regarding County owned roads and long range transportation plans. He also attended Cutsforths Cruise In.

Councilor Hensley reported on the School District's proposed local option tax measure on the May ballot and announced the School Board meeting on September 15 to discuss the Canby High School Student Based Health Center offering family planning services to students.

Councilor Hodson said the September 11 Memorial at the Canby Fire District Station would be at 2 p.m. and at the Ackerman Peace Garden at 4 p.m. Canby Sand and Gravel and JV Northwest had donated items for the memorial. He gave a reminder about children wearing their bike helmets and if a child needed a helmet, the Canby Police Department had helmets for free. Starbucks was doing a School Supply Drive for Canby School District. Canby Adult Center and Re/Max Equity Group had made a generous donation.

Councilor Parker said there was an opening on the Bike and Pedestrian Committee. A Main Street Conference was being held in Baker City that he planned to attend. Friends of Trost Elementary School spent several hours doing outside maintenance and Starbucks contributed the water.

Councilor Dale said that Canby Utility would be increasing their residential rate structure by 9% as well as increases in the base charges and a new tiered rate structure for commercial customers. The green power rates would be decreasing. The public hearing on this issue would be held on September 13 at 7:30 p.m. He reported on the Fair, which had been well attended. The Clackamas County Fair Rodeo was named the Event of the Year by the Professional Rodeo Cowboys Association.

**CONSENT AGENDA: \*\*Councilor Hodson moved to adopt the minutes of the August 10, 2011 City Council Work Session, minutes of the August 17, 2011 City Council Regular Meeting, and appointment of Jayne Cravens to the Bike and Pedestrian Committee for a term to end on June 30, 2014. Motion was seconded by Councilor Parker and passed 5-0.**

**RESOLUTIONS & ORDINANCES:** Resolution 1114 – This item had been pulled from the agenda. Mr. Ellis said this was for financing for the sewer cameras. The City would pay for the equipment internally.

Ordinance 1350 – Mr. Ellis said Canby Excavating came in with the lowest bid. The contractor would be notified the day after the ordinance was signed to proceed with the project. The triangle by the Fairgrounds would be paid for by a Community Development Block Grant. It was scheduled to go before the County Commissioners for approval and once approved the work would begin. The pavement around Wait Park would be paid for by the Street Maintenance Fund. None of the street trees would be removed.

**\*\*Councilor Dale moved to approve Ordinance 1350, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH CANBY EXCAVATING, INC. IN THE AMOUNT OF \$559,979 FOR THE NW 3<sup>RD</sup>, NW 4<sup>TH</sup>, N GRANT & N HOLLY STREET RECONSTRUCTION PROJECT; AND DECLARING AN EMERGENCY to come up for second reading on September 21, 2011. Motion was seconded by Councilor Hensley and passed 5-0 on first reading.**

**NEW BUSINESS:** None.

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

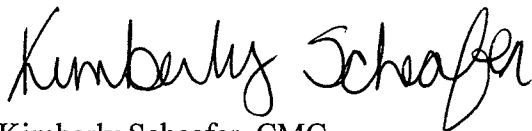
**CITIZEN INPUT:** None.

**ACTION REVIEW:**

1. Approved the Consent Agenda.
2. Approved Ordinance 1350 to come up for second reading on September 21, 2011.

There was no Executive Session.

Mayor Carson adjourned the Regular Meeting at 9:20 p.m.



Kimberly Scheafer, CMC  
City Recorder



Randy Carson  
Mayor