

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
September 21, 2011**

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; John Kelley, City Attorney; and Kim Scheafer, City Recorder.

Others Present: Richard Davies, Bob Cornelius, Roger Skoe, Brian Ashby, and Annie Tran.

CALL TO ORDER: Mayor Carson called the Regular Meeting to order at 6:00 p.m. in the City Hall Conference Room.

****Councilor Daniels moved to go into Executive Session pursuant to ORS 192.660(2)(h) Pending Litigation. Motion was seconded by Councilor Ares and passed 6-0.**

**CANBY CITY COUNCIL
WORK SESSION MINUTES
September 21, 2011**

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; Amanda Klock, Assist. City Administrator/HR Director; Eric Laitinen, Aquatic Program Manager; Bryan Brown, Planning Director; Bret Smith, Police Chief; Dan Drentlaw, Urban Renewal Project Manager; and Kim Scheafer, City Recorder.

Others Present: Roger Skoe.

Mayor Carson called the Work Session to order at 6:40 p.m. in the City Hall Conference Room to discuss departmental goals and action plans.

Greg Ellis, City Administrator, explained how the five-year goals and action plans were organized.

There was discussion regarding meeting the deadlines for the goals.

Commissioner Parker suggested using a Gantt Chart to track deadlines better.

There was discussion regarding how to achieve the goals in five years with the current resources and staffing. Grant funding had significantly decreased.

Mr. Ellis said staff would work on the goals as they could. They would be moveable goals. He thought none should be taken off the list. The goals were staff's ideas that met with Council's goals and were a communication tool for the Council, staff, and public.

There would be an overview of the budget and discussion of the budget overhead allocations at a November 2 Budget Committee meeting.

Councilor Ares asked that Council be notified on a regular basis when a project was completed or if staff was not able to meet a deadline.

Mayor Carson adjourned the Work Session at 7:26 p.m.

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

Oregon Days of Culture Proclamation – Mayor Carson read a proclamation proclaiming October 1-8, 2011, as Oregon Days of Culture.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: Brian Ashby, resident of Canby, had a recent experience with a Police Officer and was preparing a formal complaint with the City.

MAYOR'S BUSINESS: Mayor Carson attended the Open House for Countryside Living and barbecue at Parrott Creek Child and Family Services on September 9. He also reported on the Canby Utility Board rate hearing on September 13 and an Airport Master Plan meeting.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Ares was not able to attend the annual meeting of the Canby Adult Center. He reported on the Parks and Recreation Advisory Board meeting, which included updates on Wait Park improvements, disk golf course, Eco Park parking lot phase 2, Northwoods Park, Community Park pond improvements, dog park, and art park funding.

Councilor Hensley said September was Library Card Signup Month. She also discussed the upcoming programs and events at the Library. She reported on the School Board meeting on September 15. The Board was working on a survey to be sent to parents and students regarding the proposed family planning services at the High School. They were also sending out a survey regarding the local option tax levy.

Councilor Hodson stated the Planning Commission would have two vacancies. He attended the C-4 meeting where transportation and economic development were discussed and the School Board meeting on the 15th. He also attended the Chamber of Commerce Board meeting where the new Urban Renewal Agency Project Manager, Dan Drentlaw, introduced himself.

Councilor Daniels said the Canby Historical Society had a presentation on the flax industry that used to be in Canby. He discussed the changes that had taken place recently in the transit bus schedule. They were looking at how best to serve the public with the limited resources.

Councilor Parker stated the Urban Renewal Agency approved changes to the Façade Improvement Program, which included a grant process. The Bike and Pedestrian Committee would be meeting on the 27th and were looking for people from the community who were interested in visioning and making Canby a stop on Cycle Oregon. There was currently one opening on the committee.

Councilor Dale attended the 9/11 ceremonies. He also attended the Canby Utility rate hearing and the public hearing had been extended to September 27. He also attended the Historical Society's flax industry presentation.

CONSENT AGENDA: **Councilor Daniels moved to adopt the minutes of the September 7, 2011 City Council Work Session and Regular Meeting. Motion was seconded by Councilor Hodson and passed 6-0.

RESOLUTIONS & ORDINANCES: Ordinance 1350 – Richard Davies, owner of Davies Clinic, said he first heard about this proposal in the paper a few weeks ago. He was concerned about the loss of on street parking for the clinic. His clinic saw between 60-80 people per day. He wanted to know if there would be wheelchair access and emergency medical access during construction. He also asked if his landscaping and sprinkler system would be repaired at the end of the project.

John Kelley, City Attorney, stated those who built improvements in the public right-of-way had potential for the government wanting the right-of-way back and would have to remove the improvements.

Mayor Carson asked the City Administrator to talk with staff and make sure that business owners were notified of the project.

There was discussion regarding the parking situation and notification of the businesses.

****Councilor Daniels moved to adopt 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 3RD, NW 4TH, N GRANT & N HOLLY STREET RECONSTRUCTION PROJECT; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Ares and passed 6-0 by roll call vote.**

NEW BUSINESS: None.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Greg Ellis, City Administrator, said the City's Building Official Bob Godon would be retiring at the end of the month.

There was discussion on how best to fulfill those duties, either keeping it local or going with County services.

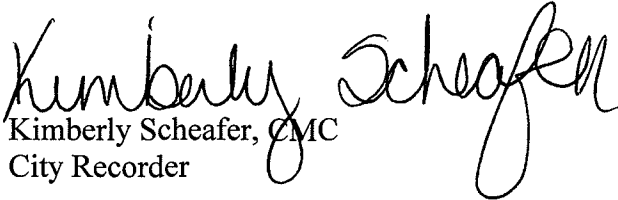
CITIZEN INPUT: None.


ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Ordinance 1350.

There was no Executive Session.

Mayor Carson adjourned the Regular Meeting at 8:10 p.m.


Kimberly Scheafer, CMC
City Recorder


Randy Carson
Mayor