

**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
November 16, 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; Julie Wehling, Transit Director; Sue Engels, Finance Director; Sue Ryan, Deputy City Recorder; and Kim Scheafer, City Recorder.

**Others Present:** Bob Cornelius, Roger Skoe, and Tanya Johnston.

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

**COMMUNICATIONS:** None.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** Sue Ryan, Deputy City Recorder, read a statement from OAMR Region II Director Carol Krager. Ms. Krager congratulated Kim Scheafer, City Recorder, on achieving her Master Municipal Clerk Certification.

**MAYOR'S BUSINESS:** Mayor Carson attended a tour of Anderson Quality Springs, a C4 meeting where transportation and infrastructure was discussed, and French Prairie Forum meeting where transportation and tourism issues were discussed.

**COUNCILOR COMMENTS & LIAISON REPORTS:** Councilor Ares said the Parks and Recreation Advisory Board had a discussion with the Canby Livability Coalition Board regarding funding for the Art Park. There were also updates on the dog park, disc golf course, Wait Park construction, and Community Park pond improvements.

Councilor Hensley would attend the School Board Meeting tomorrow night where the local option tax levy would be discussed.

Councilor Hodson attended the County Bike Tourism meeting. He presented the Chamber Christmas Ornament for 2011. Operation Snuggle was planned for December 3 at Baker Prairie Middle School. Three hundred and sixty pillows had been donated. Starbucks was partnering with Metro Toy Drive. First Friday coincided with the tree lighting in Wait Park on December 2.

Councilor Daniels explained the changes to Canby Area Transit. The Council would be voting on a \$1 per ride fare starting in January. He then spoke about the exhibits at the Train Depot and announced pictures could be taken with Santa on December 3. The annual historical calendars were available for purchase. He commended Dan Mickelsen on the maintenance he was doing on City buildings.

Councilor Parker said that all of the bi-monthly reports from staff gave the Council a sense of activity. Each department head did a tremendous job in reporting back. Allegro Dance Studio was moving into the City limits. He had received an invitation to donate to the library in their fundraising efforts. He thanked Wild Hare for volunteering to have a booster bus to the High School playoff game. There was a volunteer opportunity to decorate the gazebo at Wait Park for the Light the Night event.

Councilor Dale was unable to attend the Canby Utility Board Meeting. He attended the First Friday event and toured the new police department facility.

**CONSENT AGENDA: \*\*Councilor Daniels moved to adopt the minutes of the November 2, 2011 City Council Work Session and Regular Meeting and reappointment of John Proctor to the Planning Commission for a term to expire on December 31, 2014. Motion was seconded by Councilor Hensley and passed 6-0.**

**PUBLIC HEARING:** Establishing a Fare Structure for Canby Area Transit – Julie Wehling, Transit Director, said the Transit Advisory Committee had talked about adding a fare several times. The new service provider had agreed to collect the fares at no additional charge, which gave CAT the opportunity to collect fares without increasing operational costs. She recommended implementation of a \$1.00 fare for CAT services. At their meeting on October 12, the Transit Advisory Committee voted 3-1 to forward this recommendation to the City Council. The fare would be implemented in two phases starting with the General Public Dial-A-Ride service on January 2, and the second phase would begin when fare boxes were purchased and installed in the buses and the fare would be implemented on all other CAT services including complimentary para-transit services and the Orange Line fixed route.

There was discussion regarding the how the fare would help with the budget shortfall and the current bare minimum service.

Mayor Carson opened the public hearing at 8:28 p.m.

Public Testimony: None.

Mayor Carson closed the public hearing at 8:28 p.m.

**RESOLUTIONS & ORDINANCES:** Resolution 1117 – **\*\*Councilor Daniels moved to adopt Resolution 1117, A RESOLUTION ESTABLISHING A FARE FOR CANBY AREA TRANSIT SERVICES. Motion was seconded by Councilor Ares and passed 6-0.**

Councilor Ares said there had been several public meetings regarding the transit fare and a Council Work Session. He thanked Ms. Wehling for her creative solution to this difficult situation.

Resolution 1116 – Sue Engels, Finance Director, said a consultant came last spring to talk with the Council about GASB 54 which required creation of a fund balance policy for the City. The resolution adopted the policy and the policy explained what type of fund balance categories there were.

**\*\*Councilor Ares moved to adopt Resolution 1116, A RESOLUTION ADOPTING A FUND BALANCE POLICY FOR THE CITY OF CANBY. Motion was seconded by Councilor Daniels and passed 6-0.**

**NEW BUSINESS:** Councilor Hodson said there was some missing paint on the front of the Library. Greg Ellis, City Administrator, would have Facilities Maintenance look at it.

**CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS:** Mr. Ellis introduced Tonya Johnston who was a student at PSU. The paving had been done by the triangle by the Fairgrounds. Paving for Wait Park would begin at the end of the month.

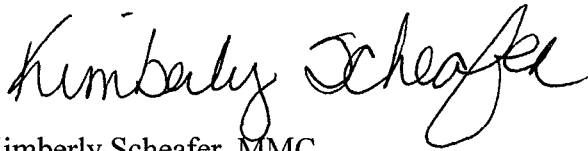
**CITIZEN INPUT:** None.

**ACTION REVIEW:**

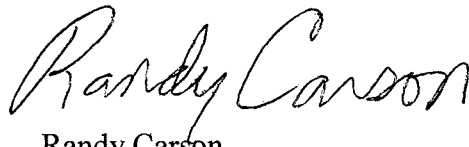
1. Approved the Consent Agenda.
2. Adopted Resolution 1116.
3. Adopted Resolution 1117.

There was no Executive Session.

Mayor Carson adjourned the Regular Meeting at 8:42 p.m.



Kimberly Scheafer, MMC  
City Recorder



Randy Carson  
Mayor

Assisted with Preparation of Minutes - Susan Wood