

**CANBY CITY COUNCIL
WORK SESSION MINUTES
February 2, 2011**

Presiding: Mayor Randy Carson.

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

Staff Present: Greg Ellis, City Administrator; Sue Engels, Finance Director; Bryan Brown, Planning Director; Jill Thorn, Office Specialist; and Kim Scheafer, City Recorder.

Others Present: None.

Mayor Carson called the Work Session to order at 6:00 PM in the City Hall Conference Room to receive a mid-year budget update.

Sue Engels, Finance Director, explained why a supplemental budget was needed. It was primarily due to inaccuracy of estimates for the cash carryover fund balance.

There was discussion regarding the amount in reserves.

Ms. Engels reviewed the funds that were being changed in the supplemental budget, which included General Fund, Library, Streets, Fleet Services, Transit, Swim Center Levy, Sewer Combined, Street Reserve Fund, and Capital Reserve Fund.

Ms. Engels also compared the rate of tax collections from the previous year to the current year and went over the budget calendar.

Mayor Carson adjourned the Work Session at 7:27 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
February 2, 2011**

Presiding: Mayor Randy Carson.

Council Present: Rich Ares, John Henri, 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; and Kim Scheafer, City Recorder.

Others Present: Therese Carson, Bob Cornelius, Dana Tyler, Kevin Batridge, and Joel Hale.

CALL TO ORDER: Mayor Carson called the Regular Meeting to order at 7:32 p.m. in the Council Chambers followed by opening ceremonies. The Council had met in a Work Session prior to the meeting to receive a mid-year budget review.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None.

MAYOR'S BUSINESS: None.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Ares said the Council would be having a Work Session with CAPRD on February 3 to discuss their plans for going out for a levy to support the Swim Center and other parks and recreation activities. Canby Rotary Club would be holding an auction on February 12 to complete the Vietnam Era Memorial.

CONSENT AGENDA: ****Councilor Daniels moved to adopt the minutes of the January 19, 2011 City Council Regular Meeting; appointment of Sharon Trimble to the Bike and Pedestrian Committee for a term to expire on June 30, 2013; and the annual liquor license renewals. Motion was seconded by Councilor Henri and passed 6-0.**

PUBLIC HEARING: 2010-2011 Supplemental Budget - Sue Engels, Finance Director, explained this was a midcourse correction to the budget.

Mayor Carson opened the public hearing at 7:35 p.m.

Public Testimony: None.

Mayor Carson closed the public hearing at 7:35 p.m.

Resolution 1084 – ****Councilor Padden moved to adopt Resolution 1084, A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET FOR THE 2010-2011 FISCAL YEAR. Motion was seconded by Councilor Daniels and passed 6-0.**

RESOLUTIONS & ORDINANCES: Resolution 1083 – Therese Carson, Bike & Pedestrian Committee member, asked for support of the Safe Routes to School grant application for Canby's elementary schools. She described the safety improvements that would be made and how they would benefit all of the community.

Councilor Parker said there was a comment that this money could be better spent on schools, but these funds came from the Federal Transportation Act and could not be used for anything else.

Ms. Carson replied the money was specifically for infrastructure improvements in two miles surrounding the elementary school area. The funds applied for in the grant would cover the cost of the improvements.

Councilor Padden thanked the Bike and Pedestrian Committee for all of their hard work on making this happen.

Councilor Ares said the improvements on 13th and Ivy would tie in nicely to the Transportation System Plan to help pedestrian access to schools.

****Councilor Daniels moved to adopt Resolution 1083, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANBY SUPPORTING THE SUBMISSION OF SAFE**

ROUTES TO SCHOOL GRANT APPLICATION. Motion was seconded by Councilor Hodson and passed 6-0.

Resolution 1085 – Bryan Brown, Planning Director, said the City needed to set up a process as there was a resident interested in possibly submitting an application for withdrawal of territory. Since this was similar to an annexation application, he proposed the fee to be 75% of what would be charged for an annexation application, as there would be less staff time involved.

John Kelley, City Attorney, had asked other jurisdictions, and no other City had such a resolution. The criteria for approval would be discretionary where the legislative body had to decide if the public interest would be furthered by the withdrawal of the territory. The first step was to set a fee.

Mr. Brown explained how he had established the fee.

Councilor Parker emphasized the Council was not encouraging de-annexation, but this was a cost of service recovery.

****Councilor Daniels moved to adopt Resolution 1085, A RESOLUTION ESTABLISHING AN APPLICATION FEE FOR A WITHDRAWAL OF TERRITORY APPLICATION FROM THE CITY OF CANBY. Motion was seconded by Councilor Henri.**

Joel Hale, Canby resident, asked if it would be possible to set a maximum fee and the time and materials not to exceed that amount.

Councilor Padden thought the sliding scale would be difficult and hard to understand.

Motion passed 5-1 with Councilor Padden opposed.

Resolution 1086 – Greg Ellis, City Administrator, said this resolution was for improvements to 3rd and 4th Avenues and Locust. None of the funding would go to the County for overhead or administrative fees. He would discuss extending the project past the Fairgrounds with the County. He explained the design of the project.

****Councilor Ares moved to adopt Resolution 1086, A RESOLUTION ADOPTING AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN THE CITY OF CANBY (CITY) AND CLACKAMAS COUNTY DEPARTMENT OF HEATH, HOUSING AND HUMAN RESOURCES COMMUNITY DEVELOPMENT DIVISION FOR THE PURPOSE OF DESIGN AND CONSTRUCTION OF SIDEWALK AND DRAINAGE IMPROVEMENTS ALONG NE 3rd AND NE 4TH AVENUES IN CANBY. Motion was seconded by Councilor Daniels and passed 6-0.**

NEW BUSINESS: Mr. Ellis said the City had been approached by the County to have a scenic bikeway come through the City of Canby. He explained the proposed bikeway route.

Councilor Ares said there were many bike tourists in the area. He thought this would be beneficial.

Councilor Parker thought this would be a huge opportunity for bike tourism.

There was discussion regarding options for the bikeway route.

Council consensus was to have the City Administrator write a letter supporting a scenic bikeway through Canby.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: None.

CITIZEN INPUT: Kevin Batridge, Bike & Pedestrian Committee Chair, said they would be supporting the scenic bikeway application as well.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Resolution 1083.
3. Adopted Resolution 1084.
4. Adopted Resolution 1085.
5. Adopted Resolution 1086.
6. Consented to have staff write a letter supporting a scenic bikeway through Canby.

There was no Executive Session.

Mayor Carson adjourned the Regular Meeting at 8:26 p.m.



Kimberly Schaefer, CMC
City Recorder



Randy Carson
Mayor

Assisted with Preparation of Minutes - Susan Wood