

**CANBY CITY COUNCIL  
WORK SESSION MINUTES  
March 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; and Kim Scheafer, City Recorder.

**Others Present:** None.

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

Sue Engels, Finance Director, gave the Council a handout and explained the list of City funds and the challenges of the reporting requirements from the Government Accounting Standards Board. She presented the new requirements for fund balances. The purpose of the new process was to make the funds more understandable, to affirm the purpose of the funds, and to assure that the fund balances were categorized appropriately. These changes would be implemented before June 30 for the new fiscal year budget. They could no longer call it reserves. Sometimes the Department of Revenue and AICPA were in conflict as to how they wanted things reported. At a recent training, she learned they now only wanted two fund balance categories, contingency and unappropriated. Five new categories for segregating fund balances are now replacing the terms "reserved" and "designated" in the reporting of a fund balance.

Ms. Engels said she would discuss the goals of the Finance Department with the Council on Saturday.

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

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

**Presiding:** Mayor Randy Carson.

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

**Staff Present:** John Kelley, City Attorney; Bryan Brown, Planning Director; and Kim Scheafer, City Recorder.

**Others Present:** Bob Cornelius, Roger Skoe, Lila Gottman, Rhonda Hutchinson, Lisa Weygandt, Charles Burden, Anneka Millbrooke, and Bev Doolittle.

**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.

**COMMUNICATIONS:** None.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** Lila Gottman, General Canby Days President, announced this year's queen was Leta Belleque who was one of the original founders of General Canby Days in 1982. The robing ceremony would be held on May 22. Ms. Gottman gave Mr. Kelley a letter from the IRS stating General Canby Days was now a 501(c)(3) non-profit.

**MAYOR'S BUSINESS:** Mayor Carson participated in the Iwo Jima Flag Raising Ceremony at the Adult Center last Saturday. He also attended Mayor's Day at the state capitol.

**COUNCILOR COMMENTS & LIAISON REPORTS:** Councilor Daniels said there would be a Transit Meeting on March 9.

Councilor Hodson announced the Chamber was selling Shop Local cards for \$29.95. Fifty three local businesses were featured in the cards.

**CONSENT AGENDA:** **\*\*Councilor Daniels moved to adopt the minutes of the February 16, 2011 City Council Work Session and Regular Meeting; reappointment of Richard Ball and Sandra Cranston to the Transit Advisory Board for terms to expire on March 31, 2014; and an amendment to the City Attorney's Contract. Motion was seconded by Councilor Padden and passed 6-0.**

**RESOLUTIONS & ORDINANCES:** Resolution 1088 – John Kelley, City Attorney, said if a jurisdiction did not adopt any public contracting rules then by default they would utilize the State's rules. The City had been the Contract Review Board for the Urban Renewal Agency, but with the increase in projects it would be more appropriate for the Agency to act as their own Contract Review Board.

Councilor Ares said this was an efficiency move to avoid duplication of meetings. It would still require the Agency to have public hearings and a vote. It would save time and money.

**\*\*Councilor Ares moved to adopt Resolution 1088, A RESOLUTION DELEGATING THE AUTHORITY TO SERVE AS THE LOCAL CONTRACT REVIEW BOARD (LCRB) TO THE CANBY URBAN RENEWAL AGENCY (URA) FOR ALL MATTERS IN WHICH THE URA IS REQUIRED TO EXERCISE PUBLIC CONTRACTING AUTHORITY FOR ITS PROJECTS. Motion was seconded by Councilor Daniels and passed 6-0.**

Resolution 1089 – **\*\*Councilor Daniels moved to adopt Resolution 1089, A RESOLUTION ACCEPTING A LOAN OF \$417,927 FROM BUSINESS OREGON TO ESTABLISH BANCROFT BONDING FOR IMPROVEMENTS TO SOUTH WALNUT STREET IN THE CANBY PIONEER INDUSTRIAL PARK AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE THE CONTRACT AND LOAN AGREEMENT ON BEHALF OF THE CITY. Motion was seconded by Councilor Hodson and passed 6-0.**

Ordinance 1341 – **\*\*Councilor Ares moved to adopt Ordinance 1341, AN ORDINANCE CREATING A NEW CHAPTER IN TITLE 2 OF THE CANBY MUNICIPAL CODE AND AMENDING SECTIONS OF TITLE 16 OF THE CANBY MUNICIPAL CODE TO CREATE A PUBLIC ART MURAL PROGRAM, AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Henri and passed 6-0 by roll call vote.**

**NEW BUSINESS:** None.

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

**CITIZEN INPUT:** None.


**ACTION REVIEW:**

1. Approved the Consent Agenda.
2. Adopted Resolution 1088.
3. Adopted Resolution 1089.
4. Adopted Ordinance 1341 on second reading.

There was no Executive Session.

Mayor Carson adjourned the Regular Meeting at 7:45 p.m.

  
Kimberly Scheafer, CMC  
City Recorder

  
Randy Carson  
Mayor

Assisted with Preparation of Minutes - Susan Wood