

**CANBY CITY COUNCIL
WORK SESSION MINUTES
January 27, 2010**

Presiding: Mayor Melody Thompson.

Council Present: John Henri, Richard Ares, Jason Padden, Walt Daniels, Robert Bitter, and Brian Hodson.

Staff Present: Amanda Klock, Human Resources Director/Interim City Administrator; Kim Scheafer, City Recorder; Brian Brown, Planning Director; Bret Smith, Police Chief; Jorge Tro; Police Lieutenant; Matilda Deas, Project Planner; Cynthia Thompson, Transit Director; Julie Wehling, Transit Manager; Bob Godon, Building Inspector; Penny Hummel, Library Director; Catherine Comer, Economic Development Manager; Jeff Crowther, Public Works Supervisor; and Toni Tracy, Administrative Specialist.

Others Present: Joe Driggers.

Mayor Thompson called the Work Session to order at 6:00 p.m. in the Council Chambers. The Council met to receive information on the Transit, Parks, Planning, and Police Departments.

Bret Smith, Police Chief, reviewed a report that included issues that could have an impact on the budget. The first issue was looking at the current police facility and the needs of the building. It might be easier to pass a bond for an addition to the building instead of substantial impact to the community. They could look at modifications and downscaling that met the needs and had a partnership with the Municipal Court.

Councilor Ares asked if he would reconsider the location of a new facility from the Industrial Park to Downtown.

Chief Smith said he was open to the idea.

Mayor Thompson said she had heard in the community that the price of the previous police facility proposal was high and a phased in approach to the facility and dedicated money to this project would get it done quicker.

Councilor Padden said while he thought it was important to have a police presence in the downtown core he would hate to see money spent on a facility that the department would outgrow in 20 to 30 years. They needed a facility that allowed for growth to 50 years.

There was discussion about the connection of the Municipal Court to the Police Department and keeping the Police Department on the east side of the City.

Chief Smith discussed personnel and equipment needs in the Police Department that would need to be discussed in the upcoming budget. He also reported on the goals and vision for the Department.

Cynthia Thompson, Transit Director, reviewed a handout that talked about transit ridership, operating revenue sources, expenses to maintain the current service level for fleet and personnel,

and payroll taxes and grants. Potential policy decisions were finding one-time funding to provide working capital and carry over, linking the payroll tax to Tri-Met, establishing a fare policy, or implementing service reductions. She also discussed the Transit Master Plan which was underway and would address projections for payroll tax, grant funding, creative funding opportunities, expenditures, rolling stock in the next 10 years, and facility needs.

Ms. Thompson was also concerned about the need for changing Code to make the City more transit oriented.

Mayor Thompson encouraged her to attend the visibility and facilities discussions.

There was discussion about the pros and cons of implementing transit fares.

Bryan Brown, Planning Director, said there was a decrease in development and as a result there was loss of revenue. One of the most important policy decisions was a fee increase for building permits which had not been raised for many years. Staff was proposing a 10% increase to maintain an average rate. The Building Department was currently drawing from reserves. If the Council did not want to offer the service, they might have to give the Building Department to the County.

Mayor Thompson wanted to wait until the budget was ready to see what the trend was.

Councilor Padden suggested creating a fee schedule for raising the fee.

Bob Godon, Building Inspector, said they had enough money to carry them for two years in reserves. He requested to have a Work Session to discuss the fee increase.

The Council asked to see more information regarding the average fees used by surrounding cities.

Amanda Klock, Human Resources Director/Interim City Manager, said they were in the process of putting together one fee schedule that had all the department fees in one document.

Mr. Brown said when the Transportation System Plan was complete, they would need to address revision of the SDC calculations and changes necessary to the NE Canby Master Plan.

Matilda Deas, Project Planner, gave an update on the Transportation System Plan which would be completed in June, Comprehensive Plan update, buildable lands analysis, and Storm Water Master Plan.

Joe Driggers, CAPRD Board Member, said they were planning to go to the voters in May of 2011 for a tax base for the recreation district. They knew the City Council had other capital projects they were looking at funding and asked that it would be best served if one thing was on the ballot in May 2011. He wanted to know if the Council still felt that they would not renew the levy for the pool which expired in 2012. The pool would be a major part of the Community Center concept.

Mayor Thompson thought the City would not be able to afford it.

Mr. Driggers said after the last election that the tax base failed, the Board decided that the idea of a Recreation District was still viable and good for the community and they did not disband. They decided to try again, this time with a specific plan. The Board was still deciding if they should go out for an operating levy for a tax base or a bond for the Community Center or for both a levy and a bond.

The Council recommended going out for both. A discussion took place about the possibility of upcoming bonds and the possible locations for the Community Center, Police Department, and Civic Center. The Council was doing strategic planning around facilities and would factor CAPRD's plans in the discussion.

Mr. Driggers said they would like to be a partner with the City and be included in the upcoming discussions. The Adult Center and School District were other possible partners to be included.

Mayor Thompson asked if the Council wanted another meeting to discuss urban reserves.

Councilor Henri did not feel a meeting was necessary. The City had done everything they could do. The Council agreed.

Mayor Thompson adjourned the Work Session at 9:10 p.m.



Kimberly Scheafer, CMC
City Recorder



Melody Thompson
Mayor