

**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
April 21, 2010**

**Presiding:** Mayor Melody Thompson.

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

**Staff Present:** John Kelley, City Attorney; Amanda Klock, Human Resources Director/Interim City Administrator; Bryan Brown, Planning Director; Bob Godon, Building Inspector; and Kim Scheafer, City Recorder.

**Others Present:** Bob Cornelius.

**CALL TO ORDER:** Mayor Thompson 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)(f) Exempt Public Records. Motion was seconded by Councilor Ares and passed 4-0.**

Councilor Padden arrived at 6:05 p.m.

Mayor Thompson read the Executive Session format and recessed the Regular Meeting at 6:06 p.m.

**OPENING CEREMONIES:** Mayor Thompson reconvened the Regular Meeting at 7:33 p.m. in the Council Chambers followed by the opening ceremonies.

Silver Star Service Banner Day Proclamation – Mayor Thompson read a proclamation proclaiming May 1, 2010 as Silver Star Service Banner Day in Canby.

**COMMUNICATIONS:** None.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** None.

**MAYOR'S BUSINESS:** Mayor Thompson said she had received a letter from Senator Merkley regarding a response to the Council's concern over economic development use circumventing land use laws at the Langdon Farms site. Senator Merkley agreed with these concerns and would be keeping track of it. They also received a letter from Clackamas County Commissioner Lehan thanking the Council for their participation in the urban and rural reserve process.

**COUNCILOR COMMENTS & LIAISON REPORTS:** Councilor Ares had attended the Canby Adult Center Board meeting last week and had taken a draft copy of the new interagency agreement between the City and Adult Center which included charging rent for the first time. He also attended a tour with some other Councilors and the Parks and Recreation Advisory Board to look at the City parks.

Councilor Padden said the Library Board met last week and discussed ideas for changing the face of libraries and how citizens interacted with them. He also attended the festivities at the Library on the 17<sup>th</sup>.

Councilor Daniels gave an update on the CAT routes, and ridership was up over last year. The master plan draft would be ready on April 30 and two new buses were coming. The Historical Society had a general membership meeting and they discussed ideas for the Depot Museum.

Councilor Bitter said the new Main Street Manager started on Monday and would meet the Council on May 19. He also attended the Canby Utility Board meeting last week. He reviewed some highlights of the meeting including the creation of a 20 year capital plan, a rate increase for water use, plan for maintenance of the property Canby Utility purchased for their future operations headquarters, completion of 13th Avenue reservoir project, and Share the Warmth program.

Councilor Hodson had also attended the Parks tour. The Chamber of Commerce was hosting Shred-It Day on April 22.

**CONSENT AGENDA: \*\*Councilor Daniels moved to approve the minutes of the April 7, 2010 City Council Regular Meeting and reappointment of Matt Olsen to the Parks & Recreation Advisory Board to a term to expire on June 30, 2013. Motion was seconded by Councilor Ares and passed 5-0.**

**PUBLIC HEARING: Building Department Fee Increase** – Bob Godon, Building Inspector, said this was a proposal to increase the Building Department fees for the building permit fees and mechanical permits. The last fee increase was October 2008 and was intended to be a housekeeping change to keep up with the cost of business. The increase was approximately 10-12 % and would increase fees for a single family house about 11.2%.

Councilor Ares looked at comparisons with other jurisdictions and suggested that the new City Administrator do a complete evaluation of the fees and rate study. This would not have an impact in the near future because the building activity was so low. They had an opportunity to evaluate and analyze where they were. There were several options that needed to be explored. He wanted to see the building community involved in the process.

Councilor Bitter said the Building Department was currently operating on reserves and the reserves were dwindling.

Bryan Brown, Planning Director, said they were able to fund the department for one more year and then the reserves would be gone. He explained why the fees varied among jurisdictions.

Mr. Godon said three quarters of the department's annual income came from building permits and fees.

The Council agreed to wait and look at the fees deeper.

**NEW BUSINESS: Dangerous Building** – John Kelley said there was a dangerous residential building located at 138 S Knott Street. They were following the ordinance provisions for a

dangerous building abatement. Staff was proposing to set a public hearing for May 19 at 7:30 p.m.

Councilor Hodson said the building was a true hazard. If it caught on fire the Fire Department would let it burn down.

Councilor Ares said this building was one of four buildings that he used to own, but he did not own it any more.

**\*\*Councilor Bitter moved to have staff send a notice of a public hearing for May 19, 2010 regarding a dangerous building on S Knott Street. Motion was seconded by Councilor Daniels and passed 5-0.**

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

**CITIZEN INPUT:** Bob Cornelius had recently become a member of the Canby Utility Board. They would be having a public hearing in June regarding a water rate increase. An 11% increase would equal about a \$2.29 per month, less than \$30 a year.

**ACTION REVIEW:**

1. Approved the Consent Agenda.
2. Directed the new City Administrator to research the Building Department services and fee increase issue.
3. Staff would send a Dangerous Building Abatement Notice regarding the property located at 138 S Knott Street.

**\*\*Councilor Daniels moved to go into Executive Session pursuant to ORS 192.660(2)(i) Performance Evaluation of Public Officer and ORS 192.660(3) Labor Negotiations. Motion was seconded by Councilor Padden and passed 5-0.**


Mayor Thompson read the Executive Session format and recessed the Regular Meeting at 8:23 p.m.

Mayor Thompson reconvened the Regular Meeting at 9:01 p.m.

**\*\*Councilor Bitter moved to approve a 5% pay increase to Municipal Court Judge Rodney Grafe retroactive to January 1, 2010. Motion was seconded by Councilor Ares and passed 5-0.**

Mayor Thompson adjourned the meeting at 9:04 p.m.

  
Kimberly Scheafer, CMC  
City Recorder

  
Melody Thompson  
Mayor

Assisted with Preparation of Minutes - Susan Wood