

**CANBY CITY COUNCIL
WORK SESSION MINUTES
February 18, 2009**

Presiding: Mayor Melody Thompson.

Council Present: Wayne Oliver, John Henri, Jason Padden, Walt Daniels, and Robert Bitter. Councilor Tony Helbling was absent.

Staff Present: Mark Adcock, City Administrator; Sue Engels, Finance Director; Jorge Tro, Acting Police Chief; Amanda Klock, Human Resources Director; Cynthia Thompson, Transit Director; Julie Wehling, Transit Consultant; Beth Saul, Special Projects Manager; and Kim Scheafer, City Recorder Pro-Tem.

Others Present: None.

Mayor Thompson called the Work Session to order at 6:30 p.m. in the City Hall Conference Room. The Council met to receive a mid-year budget review.

Sue Engels, Finance Director, reviewed six funds and explained how revenues came in and how expenditures were made. Some funds showed the effects of the economic slow down they were experiencing, such as Planning and Building. She discussed Streets, Sewer, Transit, Swim Center Levy, and Parks Development funds. The transit budget was in the red as many of the grants did not come in until the end of the fiscal year. They did not know what would happen with the payroll tax due to the downturn in the economy.

Mark Adcock, City Administrator, said the transit budget would be taken to the Transit Advisory Committee prior to being presented to the Budget Committee. Especially, if it looked like they were going to be doing a reduction in service.

There was discussion regarding doing a projection for expenditures for the rest of the year since they were not bringing in the revenue. They might have to back off of projects that were in the budget because they did not have the funds to do them.

Mr. Adcock thought they could discuss this during the goal setting session as the Departmental Directors would be there to discuss the financial capacity of projects.

Ms. Engels said these funds were examples of what was going on in the budget. She wanted to come back in a couple of months to do a supplemental budget instead of waiting until the end of the fiscal year.

Regarding the audit there were three items of note. There was a grant the City got from ODOT to paint the bridge that went over the highway and the matching money was \$150,000 and it took an interfund loan to get the cash. The council needed to approve it before the money was disbursed and there had been a lag in the time until it was done. There was a 2.2 million dollar prior period adjustment which took a second look at how they valued their rights of way in the streets. The auditors decided that some information from developers in prior periods was not accurate in terms of the expenses that were put into roads and street implements. It did not affect anything. The other item was \$235,000. In the last fiscal year they paid off two bonds and when

they issued a bond they had some cost to set it up and if they paid it off sooner than the maturity date, they had to expense those costs they had set up as an asset to amortize.

Council consensus was that if there were questions about the audit, a work session would be scheduled to discuss it. After they reviewed the audit for two weeks, they would let Mr. Adcock know their preference.

Ms. Engels said her goal next year would be to have the CAFR done by the end of December.

Mayor Thompson adjourned the Work Session at 7:23 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
February 18, 2009**

Presiding: Mayor Melody Thompson.

Council Present: Wayne Oliver, John Henri, Jason Padden, Walt Daniels, and Robert Bitter. Councilor Tony Helbling was absent.

Staff Present: Mark Adcock, City Administrator; John Kelley, City Attorney; Beth Saul, Special Projects Manager; and Kim Scheafer, City Recorder Pro-Tem.

Others Present: Irene and Mike Breshears, Ray Hughey, Maxine Bernstein, Murry Taylor, Bob Cornelius, Patrick Harmon, and Ishah Ahumada.

CALL TO ORDER: Mayor Thompson called the Regular Meeting to order at 7:30 p.m. followed by the opening ceremonies.

Mayor Thompson said the Council had a work session prior to the Council meeting regarding a mid-year budget review. Information regarding the audit would be discussed at a future meeting.

Iwo Jim Remembrance Day Proclamation – Mayor Thompson presented Murry Taylor with a proclamation proclaiming February 21, 2009 as Iwo Jima Remembrance Day.

Irene Breshears presented invitations to the Council inviting them to the flag raising ceremony.

Update on Vietnam Memorial – Mike Breshears, President of the Vietnam Memorial Committee, presented the Council with a DVD which showed the process regarding the construction of the Vietnam Era Memorial. Money was needed for the bronze statue. They would be seeking a grant and asked for a letter of support from the Council.

Patrick Harmon said they were amazed that the amount of people that had helped on the memorial. The memorial was user friendly and would be a major attraction to Canby.

Mr. Breshears said the video was also playing on OCTS. The Clackamas County Tourism and Cultural Affairs had Tele Tales in which someone could call and listen to the story of the memorial.

Mayor Thompson said the Council would be happy to support their effort in obtaining a grant.

Beth Saul, Special Projects Manager, said it had been a pleasure to work with the committee. The committee had been working on donations for the long term maintenance and the bronze statue. The long term maintenance for the memorial was going to take extra money and they would be open to continuing support from the public.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: Mayor Thompson said that Boy Scout Troup 190 was in the audience.

MAYOR'S BUSINESS: None.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Henri said he would be meeting with Leonard Walker and report back to the Council on the NE Canby Neighborhood Association meeting.

Councilor Padden said he had attended the Library Board Meeting. The Bike & Pedestrian Committee was gearing up for the Gator Grinder in May and would have a water table.

Councilor Daniels said the Transit Advisory Meeting had been cancelled in February. The Depot Museum would be having a clean-up party on February 24 to get the Depot ready to open in March.

Councilor Bitter said that Canby Utility had joined an association that will help with the lobbying and legal efforts with the Bonneville Power rate case.

Mayor Thompson said Councilor Helbling was out of town.

Councilor Daniels said there were a number of openings on committees and Budget Committee members were needed.

CONSENT AGENDA: **Councilor Daniels moved to approve the minutes of January 28, 2009 City Council Special Meeting; Minutes of the February 4, 2009 City Council Regular Meeting; and reappointment of Virginia Molamphy to the Canby Utility Board for a term ending February 29, 2012. Motion was seconded by Councilor Bitter and passed 5-0.

RESOLUTIONS & ORDINANCES: Resolution 1021 – **Councilor Daniels moved to adopt Resolution 1021, A RESOLUTION AUTHORIZING TRANSFER OF APPROPRIATIONS FROM AN EXISTING CATEGORY TO ANOTHER EXISTING CATEGORY WITHIN THE GENERAL FUND; AND AUTHORIZING A TRANSFER FROM THE GENERAL FUND TO THE TRANSIT FUND. Motion was seconded by Councilor Henri and passed 5-0.

NEW BUSINESS: None.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: None.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Reappointment of Virginia Molamphy to the Canby Utility Board.
3. Adopted Resolution 1021.

****Councilor Daniels moved to go into Executive Session pursuant to ORS 192.660(2)(b) Discipline of Public Employee. Motion was seconded by Councilor Padden and passed 5-0.**

Mayor Thompson read the Executive Session format and recessed the Regular Meeting at 7:50 p.m.

Mayor Thompson reconvened the Regular Meeting at 10:40 p.m. and immediately adjourned.



Kimberly Scheafer, CMC
City Recorder Pro-Tem



Melody Thompson
Mayor

Assisted with Preparation of Minutes – Susan Wood