

**CANBY CITY COUNCIL  
WORK SESSION MINUTES  
February 6, 2008**

**Presiding:** Mayor Melody Thompson

**Council Present:** Paul Carlson, Teresa Blackwell, Wayne Oliver, Walt Daniels, Randy Carson, and Tony Helbling.

**Staff Present:** Mark Adcock, City Administrator; Beth Saul, General Services Director; Chaunee Seifried, Finance & Court Services Director; Greg Kroeplin, Chief of Police; Ignacio Palacios, Senior Accountant; Catherine Comer, Economic Development Manager; Matilda Deas, Project Planner; Dwayne Barnes, Public Works Director; Frank Schoenfeld, Police Sergeant; Toni Tracy, Administrative Specialist; and Kim Scheafer, City Recorder Pro-Tem.

**Others Present:** None.

Mayor Thompson called the Work Session to order at 6:05 p.m. in the City Hall Conference Room. A light dinner was served. The Council met to review the progress on City goals and receive a mid-year budget update.

Mark Adcock, City Administrator, reviewed the Mid-Year Goals document and summarized the Action Steps of each goal.

Goal 3, Action Step B (Developing NE 10<sup>th</sup> Avenue overlay zoning) - Matilda Deas, Project Planner, said there was not clear direction on what should be done regarding up-zoning the area. They could do an overlay zone that would respect the existing low density development, but allow for some increased zoning like medium density. Since it was set aside for high density, they would have to identify additional high density somewhere else. Minutes had been reviewed regarding this issue and there were a lot of comments but no decision. There was confusion regarding going forward or waiting on this.

Councilor Helbling said the whole area was zoned for high density, and when a few properties changed hands they built high density houses. The neighbors got upset because they thought it was zoned low density and asked if they could change it back to low density. If the Comprehensive Plan was amended they would have to find another place to put the high density.

Councilor Blackwell said she thought it needed to be addressed.

Councilors Daniels, Oliver, and Carlson agreed to have the issue come back with some options.

Mayor Thompson wanted to know how many properties were big enough to sub-divide.

There was discussion about the street maintenance fee and vehicle fuel tax going to the voters.

Goal 6, Step A – Mr. Adcock said the Council was receiving weekly reports on the new police/court facility.

Mayor Thompson asked if there was a timeline when they were going out for a levy.

Mr. Adcock said November 2008.

Greg Kroeplin, Police Chief, said they were talking about preliminary bond work strategy and budget with the project manager. They were looking at what the School District had done regarding their bond.

Councilor Carson asked if the bicycle lanes on 13<sup>th</sup> and Berg Parkway could be striped. Currently people could park on both sides and there were no bicycle lanes.

Mr. Adcock said they would put together a report as to when it would be done.

Goal 6, Step B – Chief Kroeplin said that the re-accreditation would be presented in the spring. This was done every three years.

Goal 7 – Mr. Adcock said that appropriation reports were being given every month.

Goal 9 – Councilor Carlson said the Customer Service Handbook was very good.

Councilor Helbling asked if staff knew of things that should be in the goals document that they would like to work on.

Mr. Adcock said staff would think about that through the budget process.

Ignacio Palacios, Senior Accountant, reviewed a mid-year financial report with the Council. He discussed each department's budget and where they were financially. They were on track and well within the revenues that were anticipated and the expenditures were well within the projected amounts.

Councilor Helbling made the recommendation that the City do some sort of press release. It could show what was going on and where the money was going.

A discussion took place regarding putting the mid-year financial report in the paper or a synopsis instead.

Mr. Palacios said they would put it on the City's web site and an information piece in the *Canby Herald*.

Councilor Carson said he had been to several County meetings to discuss street safety, mobility, and reliability. They needed to get the County's roads safe to drive on. If the cities who had their own vehicle tax were taken out, it would have to be a lot more money for rural area citizens. He thought if they had to pay, all cities should get a percentage back or specific projects in the County spread out through all the cities. He did not think they would put it to a vote.

Mayor Thompson adjourned the Work Session at 7:25 p.m.

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**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
February 6, 2008**

**Presiding:** Mayor Melody Thompson

**Council Present:** Paul Carlson, Teresa Blackwell, Wayne Oliver, Walt Daniels, Randy Carson, and Tony Helbling.

**Staff Present:** Mark Adcock, City Administrator; Beth Saul, General Services Director; Dwayne Barnes, Public Works Director; and Kim Scheafer, City Recorder Pro-Tem.

**Others Present:** Bob Cornelius, Jason Padden, and Toby Forsberg.

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

**COMMUNICATIONS:** None.

Mayor Thompson announced they had a workshop earlier that evening to review the mid-year update on the City's budget and the finances were looking good.

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

**MAYOR'S BUSINESS:** Mayor Thompson said she and Councilors Carlson, Blackwell and Oliver had attended the Chamber of Commerce Gala. The City was honored as a long time member of the Chamber.

**COUNCILOR COMMENTS & LIAISON REPORTS:** Councilor Blackwell said the Library would be showing the movie *Fahrenheit 451* on February 26. The Canby Fire Department had passed out free copies of the book on February 2. It was part of the Clackamas County Big Read program.

Councilor Oliver said that John Beck, former owner of Beck Electric, had passed away and his funeral had been held earlier in the day. The Letters to the Editor had been of concern to him. He talked to the *Canby Herald* and they said that everyone deserved to be heard. It did not matter if it was correct or not. He asked that if someone wrote a letter and named people, they should do some research, talk to someone that knew about the issue, and study it before they wrote a letter. It was only fair to everyone that the correct facts were mentioned in the article rather than just anyone's opinion.

Mayor Thompson said it was hard to read something in the paper when you knew there was documentation that showed that the figures quoted were inaccurate. It might behoove the



Council to write letters sometimes to correct the errors. They had a responsibility to make sure the right information was getting out.

Councilor Daniels said the Transit Advisory Committee meeting would be held on February 13 at 5:30 p.m. in the City Hall Conference Room. A concert would be held on February 14 featuring Michael Kaeshammer at the Richard Brown Fine Arts Center.

Councilor Carson said if someone wanted to contact the Council they could, along with the City Administrator, or attend budget meetings if citizens needed information.

Councilor Helbling said the Planning Commission had two openings. Canby Business Development was still working on the Downtown Design Standards and they would be officially presented to the Planning Commission soon for a recommendation to the City Council.

Councilor Daniels said the Council had looked at their budget in the work session and they were right in line. A mid-year review of the budget would be put on the City's web page.

**CONSENT AGENDA: \*\*Councilor Daniels moved to approve the minutes of the January 16, 2008 City Council Regular Meeting; January 22 Special City Council Meeting; and the annual liquor license renewals. Motion was seconded by Councilor Carson and passed 6-0.**

#### **RESOLUTIONS & ORDINANCES:**

Resolution 971 - **\*\*Councilor Carson moved to adopt Resolution 971, A RESOLUTION AUTHORIZING AND DIRECTING THE CITY RECORDER TO CERTIFY TO THE CLACKAMAS COUNTY CLERK A MEASURE REFERRING TO THE ELECTORATE A PROPOSED REVISED HOME RULE CHARTER FOR THE CITY OF CANBY; AUTHORIZING THE CITY RECORDER TO SEND AN EXPLANATORY STATEMENT FOR THE VOTER'S PAMPHLET; AND DOING ALL OTHER NECESSARY ACTS TO PLACE THE MATTER BEFORE THE VOTERS OF THE CITY OF CANBY FOR THE MAY 20, 2008 ELECTION. Motion was seconded by Councilor Blackwell.**

Councilor Carson asked for citizens to call City Councilors or City staff if they had questions regarding the changes to the Charter. He encouraged people to talk to someone instead of voting no because they did not understand it.

Mayor Thompson said she felt she could have done a better job of getting information out. Most of the changes were to comply with State law as the charter said one thing and State law said another. Of the 13 areas, only three changes were discretionary, the majority were to comply with State law.

**Motion passed 6-0.**

Ordinance 1270 – **\*\*Councilor Helbling moved to adopt Ordinance 1270, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH GROUP MACKENZIE, INC., OF PORTLAND,**

**OREGON FOR ARCHITECTURAL SERVICES RELATING TO THE NEW POLICE AND COURT FACILITY FOR THE CITY OF CANBY; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Carson and passed 6-0 by roll call vote.**

**NEW BUSINESS:** None.

**CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS:** Update on Legacy Park – Beth Saul, General Services Director, reviewed the design drawing for Legacy Park. An architectural firm had been hired to complete the rest of the project. Berms would be added to give the park some definition. Native meadow grass would be added and give children a different type of nature experience. The grass would only require mowing once or twice a year. The target date for completion was the end of June.

Councilor Blackwell said she really liked the design of the restrooms, which reflected a schoolhouse charm.

Ms. Saul said they had a lot of good comments on the Legacy and Maple Street restrooms. They used a local architect for the restrooms.

Councilor Carson said it had been a community concentrated plan and he thanked Ms. Saul.

Mayor Thompson asked if the weather caused a delay to the concessions stand and restroom at Maple Street Park.

Ms. Saul said everything was finished in December. There had been a delay with the ADA access but that was now completed.

Mayor Thompson said she would like to see an official City ceremony for Legacy and some type of press release for Maple Street.

**CITIZEN INPUT:** None.

**ACTION REVIEW:**

1. Approved the consent agenda.
2. Adopted Resolution 971.
3. Adopted Ordinance 1270 on second reading.

**\*\*Councilor Daniels moved to go into Executive Session pursuant to ORS 192.660(2)(e) Real Property. Motion was seconded by Councilor Blackwell and passed 6-0.**

Mayor Thompson read the Executive Session format and recessed the Regular Meeting at 7:55 p.m.

Mayor Thompson reconvened the Regular Meeting at 8:25 p.m. and immediately adjourned.

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**CANBY CITY COUNCIL  
EXECUTIVE SESSION  
February 6, 2008**

**Presiding:** Mayor Melody Thompson

**Council Present:** Paul Carlson, Teresa Blackwell, Wayne Oliver, Walt Daniels, Randy Carson, and Tony Helbling.

**Staff Present:** Mark Adcock, City Administrator; Beth Saul, General Services Director; Dwayne Barnes, Public Works Director; and Kim Scheafer, City Recorder Pro-Tem

**Others Present:** None.

Mayor Thompson called the Executive Session to order at 8:00 p.m. in the City Hall Conference Room.

ORS 192.660(2)(e) Real Property – The Council discussed a possible property acquisition.

Mayor Thompson adjourned the Executive Session as 8:25 p.m.



Kimberly Scheafer, CMC  
City Recorder Pro Tem



Melody Thompson  
Mayor

Assisted with preparation of minutes – Susan Wood